

Agenda
Cornwall City Council

Meeting #: 2021-33
Date: November 22, 2021, 7:00 PM
Location: Cornwall Civic Complex, 100 Water Street East, Cornwall, Ontario, K6H 6G4, Salon B, Lower Level
Chair: Glen G. Grant, Mayor
Prepared By: Debbie Caskenette, Deputy Clerk

Pages

**In-Camera Session / Rise and Report from the In-Camera Meeting of
Monday, November 22, 2021**

There is no In-Camera Session for Monday, November 22, 2021.

Moment of Personal Reflection

Réflexion personnelle

National Anthem

Hymne national

The Acting Mayor for this month is Councillor Dean Hollingsworth.

Opening

Ouverture

We acknowledge that we are gathering on the traditional territory of the Mohawk people of Akwesasne.

Roll Call

Appel nominal

Additions, Deletions or Amendments

Ajouts, retraites ou modifications

All matters listed under General Consent, save and except "Delegations" are considered to be routine and will be enacted by one motion. Should a Council Member wish an alternative action from the proposed

recommendation, the Council Member shall request that this matter be moved to “Communications” at this time.

Adoption of Agenda

Ratification de l'Ordre du jour

The following Agenda is being presented for adoption as presented / amended.

Disclosures of Interest

Déclarations d'intérêts pécuniaires

Committee of the Whole

Séance de commission étendue à la chambre entire

We will now go into Committee of the Whole and that all Minutes, Presentations, Delegations, Consent/Correspondence, Resolutions, Reports and By-laws shall be considered and referred to that Committee.

Adoption of Minutes

1

Ratification des procès-verbaux

The following Minutes are being presented for adoption:

Monday, November 8, 2021

Presentations

Présentations

1. **Senior Friendly Community Committee Annual Update by Norm Quenneville, Committee Member, and Bernard Lamarche, Chair, 2021-139-Corporate Services**

9

Delegations

Délégations

Consent Reports

Rapports sur le consentement

1. **Third Quarter Financial Results 2021, 2021-103-Financial Services**

31

Action Recommended

That Council receive the Third Quarter Financial Results for the period ending September 30, 2021.

Resolutions

Résolutions

Reports from Unfinished Business and Unfinished Business Listing

Rapports des affaires incomplètes

- | | |
|--|-----------|
| 1. Unfinished Business Listing for November 22, 2021, 2021-141-Corporate Services | 90 |
|--|-----------|

Action Recommended

That Council receive the Unfinished Business Listing for November 22, 2021.

Communication Reports

Communications et rapports

- | | |
|--|-----------|
| 1. 2021 Annual Report for the Municipal Grants Program, 2021-102-Financial Services | 93 |
|--|-----------|

Action Recommended

- a. That Council receive Report 2021-102-Financial Services as the 2021 Annual Report for the Municipal Grants Program.
- b. That Council approve the recommended changes to the Municipal Grants Policy FI-2020-01-27-4 attached as Appendix A.
- c. That Council approve the recommended changes to the Municipal Grants Program Guidelines attached as Appendix B.

New Business Motions

Nouvelles affaires

- | | |
|---|------------|
| 1. Pedestrian Crosswalk on Second Street West, 2021-23-Council Members | 118 |
|---|------------|

Proposed By: Justin Towndale, Councillor

Seconded By: Dean Hollingsworth, Councillor

Whereas a petition containing 300 signatures was presented to Council, including several dozen residents of Riverdale Terrace;

and

Whereas letters of support from local businesses and schools were also presented to Council; and

Whereas there are pedestrians, including seniors and students, crossing Second Street West in the vicinity of Riverdale Terrace; and

Whereas there is a steady flow of traffic in this area.

Now therefore be it resolved that Administration be requested to prepare a report on the option of installing a signalled crosswalk on Second Street West in the vicinity of Riverdale Terrace and the prospect of including the costing it in the 2022 budget.

By-laws

Règlements municipaux

By-laws 2021-126 to 2021-129 inclusive, listed on the Agenda, are being presented to Council for adoption.

- | | | |
|----|---|-----|
| 1. | By-law 2021-126 Connecting Links Funding Application for an Environmental Assessment for Brookdale Avenue from Seventh Street to Fourteenth Street, 2021-99-Infrastructure and Municipal Works | 119 |
| 2. | By-law 2021-127 To authorize a Memorandum of Understanding with the Riverside Snowmobile Club Inc. , 2021-170-Planning, Development and Recreation, 2021-171-Planning, Development and Recreation | 122 |
| 3. | By-law 2021-128 To Authorize the Division Manager of Building and By-law Division to enter into a Deputization Agreement, 2021-172-Planning, Development and Recreation, 2021-173-Planning, Development and Recreation | 144 |
| 4. | By-law 2021-129 To Amend Agreement with Ministry of Agriculture, Food and Rural Affairs, 2021-174-Planning, Development and Recreation | 158 |

Reports from Standing, Advisory, Special and Ad Hoc Committees of Council

Rapports des comités permanents, consultatifs, spéciaux et ad hoc

Notices of Motion

1. Brookdale Avenue Project Reporting, 2021-24-Council Members

162

Proposed By: Justin Towndale, Councillor

Seconded By: Eric Bergeron, Councillor

Whereas the Brookdale Avenue North Sanitary Sewer Extension project is a large and complex project costing in the vicinity of \$10 million; and

Whereas there have already been some unanticipated costs; and

Whereas our auditors, MNP LLP, have prepared a reporting template and recommended that it be used for major and complex projects; and

Whereas we are already in the practice of reporting quarterly on the Municipal Works Yard project; and

Whereas it is in the public interest to provide transparent reporting on major and complex projects.

Now therefore be it resolved that Administration begin quarterly reporting on the Brookdale Avenue North Sanitary Sewer Extension project; and

Now therefore be it further resolved that Administration adopt a formal project management reporting plan for the Brookdale Avenue North Sanitary Sewer Extension project.

Confirming By-law

Règlement municipal de ratification

By-law 2021-130, being a By-law to confirm the proceedings of the Council of The Corporation of the City of Cornwall at its meetings held on Monday, November 22, 2021, is being presented to Council for adoption.

1. Confirming By-law for the Meeting of November 22, 2021, 2021-140-Corporate Services

164

Adjournment and Next Regular Meeting of Council

Ajournement et prochaine séance ordinaire du Conseil

The next Special Public Meeting of Council will be held on Monday, November 29, 2021.

The next Regular Public Meeting of Council will be held on Monday, December 13, 2021.



Minutes
Cornwall City Council

Meeting #: 2021-32
Date: Monday, November 8, 2021, 7:00 PM
Location: Cornwall Civic Complex, 100 Water Street East, Cornwall,
Ontario, K6H 6G4, Salon B, Lower Level
Chair: Glen G. Grant, Mayor
Prepared By: Debbie Caskenette, Deputy Clerk

Attendance
Committee
Members: Claude E. McIntosh, Councillor, Elaine MacDonald,
Councillor, Syd Gardiner, Councillor, Dean Hollingsworth,
Councillor, Carilyne Hébert, Councillor, Maurice Dupelle,
Councillor, Glen Grant, Mayor, Todd Bennett, Councillor,
Justin Towndale, Councillor, Eric Bergeron, Councillor,
Denis Carr, Councillor

Attendance
Administration: Maureen Adams, CAO, Manon L. Levesque, City Clerk,
Debbie Caskenette, Deputy Clerk, Geoffrey Clarke,
General Manager, Corporate Services, Mark A. Boileau,
General Manager, Planning, Development and Recreation,
Tracey Bailey, General Manager, Financial Services, Bill de
Wit, Acting General Manager, Infrastructure and Municipal
Works, Jeff Weber, Fire Chief, Mellissa Morgan,
Administrator, Social and Housing Services, Steven
Golden, Administrator, Glen Stor Dun Lodge, Bob Peters,
Division Manager, Economic Development, James
Fawthrop, Manager, Recreation and Facilities, Michael
Fawthrop, Manager, Infrastructure, Emma Meldrum, Public
Information Coordinator, Katherine Wells, Strategic
Planning Coordinator, Angela Parker, Sustainability Project
Coordinator

Guests: Elaine Kennedy and Georgia Bock, Environment and
Climate Change Committee

1. In-Camera Session / Rise and Report from the In-Camera Meeting of Monday, November 8, 2021

Motion to move into a Closed Meeting at 6:00 p.m. to address matters pertaining to Section 239 (2) and (3.1) of the Municipal Act, 2001.

A meeting or part of a meeting may be closed to the public if the subject matter being considered is:

Item #1, 2021-141, Planning, Development and Recreation - Vacant Building

c) a proposed or pending acquisition or disposition of land by the municipality or local board

k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board

Action Taken: Council provided direction to Administration.

2. Moment of Personal Reflection

3. National Anthem

The Acting Mayor for this month is Councillor Dean Hollingsworth.

4. Opening

The Mayor acknowledged that we are gathered on the traditional territory of the Mohawk people of Akwesasne.

5. Roll Call

6. Additions, Deletions or Amendments

There were no Additions, Deletions or Amendments.

7. Adoption of Agenda

Moved By: Syd Gardiner, Councillor

Seconded By: Carilyne Hébert, Councillor

Motion to adopt the Agenda as presented.

Motion Carried

8. Disclosures of Interest

There were no Disclosures of Interest.

9. Committee of the Whole

Moved By: Justin Towndale, Councillor

Seconded By: Elaine MacDonald, Councillor

Motion to go into the Committee of the Whole.

Motion Carried

10. Adoption of Minutes

Moved By: Elaine MacDonald, Councillor

Seconded By: Maurice Dupelle, Councillor

Motion to adopt the Minutes of October 25, 2021, and November 1, 2021, as presented.

Motion Carried

11. Presentations

1. Environment and Climate Change Committee Update, 2021-87-Infrastructure and Municipal Works

Elaine Kennedy, Chair of the Environment and Climate Change Committee, outlined the four areas of focus and future initiatives of the Environment and Climate Change Committee.

Moved By: Syd Gardiner, Councillor

Seconded By: Eric Bergeron, Councillor

Motion to receive the update from the Environment and Climate Change Committee.

Motion Carried

12. Delegations

1. Request for Climate Emergency Declaration, 2021-96-Infrastructure and Municipal Works

Georgia Bock, Member of the Environment and Climate Change Committee, provided a briefing on declaring a climate emergency for the purposes of naming, framing and extending the City's commitment to protecting the community, economy and ecosystems from the impacts of climate change.

Moved By: Carilyne Hébert, Councillor

Seconded By: Elaine MacDonald, Councillor

Motion to receive Report 2021-96-IMW and the climate emergency declaration presentation, and to direct Administration to bring a report back to Council with recommendations on how to proceed.

Motion Carried

13. Consent Reports

Moved By: Elaine MacDonald, Councillor

Seconded By: Carilyne Hébert, Councillor

Motion to adopt the Consent Items as listed on the Agenda.

Motion Carried

1. Elected Officials Expense Statements for the Period of July 1 to September 30, 2021, 2021-99-Financial Services

Motion to receive the Statement of Expenses for Elected Officials for the period of July 1 to September 30, 2021.

2. RFP 21-P11 Radio Communication Consulting Services, 2021-94-Financial Services

Motion to award RFP 21-P11 to Planetworks Consulting Corporation, from North Vancouver, British Columbia, at the total bid price of \$180,873.45 (net cost to the Corporation - \$162,882.14) being the best Proposal meeting the specifications.

3. Tender 21-T22 Air Handling Unit Replacements at the Glen Stor Dun Lodge, 2021-95-Financial Services

Motion to award Tender 21-T22 to Carmichael Engineering, from Ottawa, Ontario, at the total bid price of \$1,102,398.38 (net cost to the Corporation – \$997,717.34) being the best bid meeting the tender specifications.

4. Tender 21-T23 New Emergency Generator at Glen Stor Dun Lodge, 2021-98-Financial Services

Motion to Tender 21-T23 to Black and McDonald Limited, from Ottawa, Ontario, at the total bid price of \$855,351 (net cost to the Corporation - \$775,243.52) being the best bid meeting the tender specifications.

5. Tender 21-T28 Pathway Lighting Improvements in Lamoureux Park, 2021-96-Financial Services

Motion to award Tender 21-T28 to Dundas Power Line Limited, Chesterville, Ontario, at the total bid price of \$438,097.05 (net cost to the Corporation - \$394,519.96) being the best bid meeting the tender specifications.

14. Resolutions

There were no Resolutions.

15. Reports from Unfinished Business and Unfinished Business Listing

1. Remote Worker Attraction Strategy Update, 2021-27-CAO

Moved By: Syd Gardiner, Councillor

Seconded By: Eric Bergeron, Councillor

Motion to receive Report 2021-27-CAO

Motion Carried

2. Residential Rental Licensing Registry Update, 2021-09-Fire

Moved By: Carilyne Hébert, Councillor

Seconded By: Elaine MacDonald, Councillor

Motion to defer this matter until further public consultation has been completed and that, during the deferral period, Administration provide Council with the intended tools and legislation that will be utilized to increase public awareness, public education and enforcement to ensure an effective and adequate level of tenant safety.

Motion to Defer Carried

3. Unfinished Business Listing for November 8, 2021, 2021-137-Corporate Services

Moved By: Todd Bennett, Councillor

Seconded By: Maurice Dupelle, Councillor

Motion to receive the Unfinished Business Listing for November 8, 2021.

Motion Carried

16. Communication Reports

1. MTO Connecting Links Funding Program – Intake 7, 2021-95-Infrastructure and Municipal Works

Moved By: Denis Carr, Councillor

Seconded By: Syd Gardiner, Councillor

Motion to endorse a submission of an application to the 2022-23 MTO Connecting Links Program for funding of a Municipal Class Environmental Assessment for Brookdale Avenue from Seventh Street West to Fourteenth Street West.

Motion Carried

17. New Business Motions

There were no New Business Motions.

18. By-laws

Moved By: Maurice Dupelle, Councillor

Seconded By: Todd Bennett, Councillor

Motion to adopt By-laws 2021-122 to 2021-124 as listed on the Agenda.

Motion Carried

1. By-law 2021-122 Medical Scholarship Loan Agreement with Karen Poirier, 2021-163-Planning, Development and Recreation, 2021-164-Planning, Development and Recreation
2. By-law 2021-123 A By-Law to appoint Charles Bray as Chief Building Official, 2021-165-Planning, Development and Recreation
3. By-law 2021-124 Amendment to the Traffic and Parking By-law 069-1989, Parking Restrictions – Time Limits, 2021-73-Infrastructure and Municipal Works, 2021-81-Infrastructure and Municipal Works

19. Reports from Standing, Advisory, Special and Ad Hoc Committees of Council

1. Councillor Elaine MacDonald announced two upcoming events for the arts community taking place in late November and early December. The Seaway Valley Theatre Company will be presenting the children's play 'The Twelve Days of Christmas' the first two weekends in December. Focus Art will be exhibiting over 100 pieces of art work at the Cornwall Square which will be available for sale over the last two weekends in November.
2. Councillor Syd Gardiner extended his appreciation to the Working Group for Remote Workers Strategy for their hard work and commitment to this initiative.

20. Notices of Motion

There were no Notices of Motion.

21. Confirming By-law

1. Confirming By-law for the Meeting of November 8, 2021, 2021-138-Corporate Services

Moved By: Denis Carr, Councillor

Seconded By: Syd Gardiner, Councillor

Motion to adopt the Confirming By-law for the Meeting of November 8, 2021.

Motion Carried

22. Adjournment and Next Regular Meeting of Council

The next Regular Public Meeting of Council will be held on Monday, November 22, 2021.

Moved By: Justin Towndale, Councillor

Seconded By: Todd Bennett, Councillor

Motion to adjourn the Regular Meeting of Council of November 8, 2021, at 8:20 p.m.

Motion Carried

Manon L. Levesque, City Clerk

Glen G. Grant, Mayor



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Corporate Services
Division: Clerk's Division
Report Number: 2021-139-Corporate Services
Prepared By: Manon Levesque, City Clerk
Meeting Date: November 22, 2021
Subject: Senior Friendly Community Committee Annual Update Norm
Quenneville, Committee Member, and Bernard Lamarche,
Chair

Purpose

For the Senior Friendly Community Committee to provide Council with an annual update.

Document Title:	Senior Friendly Community Committee by Norm Quenneville and Bernard Lamarche - 2021-139-CS.docx
Attachments:	- Senior Friendly Community Committee - Presentation to City Council.pptx - sow passenger booklet.pdf
Final Approval Date:	Nov 15, 2021

This report and all of its attachments were approved and signed as outlined below:

Geoffrey Clarke - Nov 15, 2021 - 9:24 AM

Maureen Adams - Nov 15, 2021 - 2:23 PM



SENIOR FRIENDLY COMMUNITY
COLLECTIVITÉ-AMIE DES ÂÎNÉS

Annual Report to City Council November 22, 2021

INTRODUCTIONS

Norm Quenneville &
Chair Bernard Lamarche

Other committee members are:

Ian McKinnon, Raymond Houde, Linda Sloan, Marvel MacDonald, Tania Sveistrup, Richard Lalonde, Susane Rampersad, Dean C. Swift

Syd Gardiner, Dennis Carr

Administration: Steven Golden, Shareen McNaughton, Tracey Bailey



BACKGROUND/HISTORY

The committee originated from a working group that in March 2016 developed a Senior Friendly Community Plan

This same working group further developed the Senior Friendly Community Implementation Plan in early 2017

Seeing the importance of having a Senior Friendly Committee, City Council approved this Committee of Council

The Senior Friendly Community Committee operates with an approved terms of reference





Inaugural Launch of the Seniors on Wheels Program Summer 2021

Seniors on Wheels 2021 Successes/Statistics

At September 7, 2021

The first year saw a delay in the start of the Program due to the COVID-19 pandemic.

The first ride was given on June 14, 2021

The Program ran Monday to Friday, 10am through to 3pm.

Through the registration database, SVCHC gathered and maintained the following statistical information:

Passengers • The program piloted 210 senior passengers -Averaging 14 passengers a week (10 rides). Driving approximately 400 km

Volunteers • 21 active volunteers piloting for the program. 3 volunteers collected over 12 hours of piloting. Over 200 volunteer service hours

By far, the most common booking method for rides was via Calendly and second was in person bookings

35 cancellations were recorded. The majority were due to thunderstorms or poor weather preventing the program from running.



Testimonies

Gerry Dobbyn: Since my background has involved a far amount of traveling about: Canada, US, Europe, and the British Isles, I didn't anticipate an experience that would take my breath away. So, I just relaxed in the Trishaw as one more experience.

Mrs. Haramis: she will be 96 this month and went for a ride with her son Harry. When she came off the Trishaw, she said it was a trip of a lifetime!



Volunteers

The Program operated through the generosity of 42 volunteers who gave their time freely in support of the Program.

The SVCHC developed the framework for pilot training and screening guidelines to ensure pilots had the necessary information and understanding of the Program and the operation of the bike. Together with Centre de Sante Communautaire de l'Estrie they provided the training – online and hands on.

Volunteer Appreciation



You're invited!
Seniors on Wheels
Volunteer Appreciation Event

Thursday, August 26th
3 pm - 6 pm
Cornwall Benson Centre
(Automotive Room)
Light refreshments will be served

Please RSVP to
cornwallseniorsonwheels@seawayvalleychc.ca
before August 20th



SENIOR FRIENDLY COMMUNITY
COLLECTIVITÉ-AMIE DES AÎNÉS



Community Partners



Sustaining the Program

The purchase of two New Trishaws

From a transparency perspective, we have submitted at budget request. This has been put forth within the Outreach Program to help sustain the operation of the program

Committee continues to apply for funds to the New Horizons Grant Program

Fall and Winter Community Campaign

Maintain a Seniors on Wheels presence on the City of Cornwall Website



SENIOR FRIENDLY COMMUNITY
COLLECTIVITÉ-AMIE DES ÂÎNÉS

THE WORK AHEAD

- A subgroup of the Committee is currently working through the current SENIOR COMMITTEE IMPLEMENTATION PLAN and its LOGIC MATRIX

The Committee's top 3 priorities:

1. To work with city administration to develop a common coordination of Senior Affairs.
2. To re-survey our community.
3. To work with local Seniors organization to identify and advocate for them on important issues or projects such as the Pickleball phenomenon and the Seniors' Playground model.

- TO LOOK FOR AVAILABLE FUNDING OPPORTUNITIES TO HELP THE COMMITTEE DEVELOP MORE SPECIAL PROJECTS THAT WILL BENEFIT SENIORS IN OUR COMMUNITY

TO WORK WITH ALL ORGANIZATIONS TO ADVANCE THE INITIATIVES THAT WILL BENEFIT THE LIFE OF SENIORS IN OUR COMMUNITY.



SENIOR FRIENDLY COMMUNITY
COLLECTIVITÉ-AMIE DES ÂÎNÉS

QUESTIONS ?





SENIOR FRIENDLY COMMUNITY
COLLECTIVITÉ-AMIE DES ÂÎNÉS

SENIORS ON WHEELS 2021



**PASSENGER
KEEPSAKE**

Date of Ride:

Name of Pilot:

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- 05 Thank you!

OVERVIEW OF ATTRACTIONS

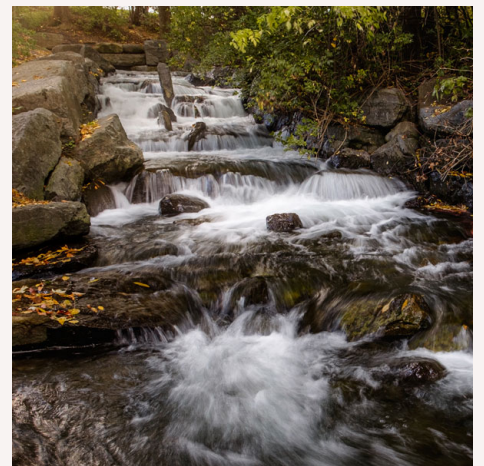


Splashpad & Play Structure

Located where Cornwall was first settled in 1784 by the United Empire Loyalists. Originally called New Johnston, the name was changed to Cornwall in honor of Prince George, the Duke of Cornwall.

Rotary Eco Gardens

Local ecosystem running along the St. Lawrence River. Contains a variety of wildlife including beavers, a miniature waterfall and stream where pacific salmon spawn in the spring.



Cornwall Jail

Opened in 1833, making it one of the oldest structures in Ontario. Tours of the jail are available during the summer months.



OVERVIEW OF ATTRACTIONS

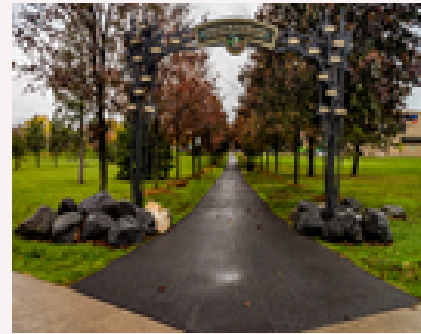


Civic Complex

A business/sports facility, the arena inside is called the Ed Lumley Arena. Includes an aquatic center, business enterprise, and Cornwall Hall of Fame.

Citizens of the Year Walkway

Commemorates past elected Citizens of the Year. The Citizen of the Year award was first introduced by the Cornwall and Area Chamber of Commerce in 1972, awarded to community leaders who demonstrates excellence in community service.



Clock Tower

Entrance to Lamoureux Park. Design was modeled after original clock tower at the post office at the corner of Pitt and Second street. The original face of the clock tower was utilized in the modeling of the tower in the park.



Cornwall Community Museum

The Museum is home to a plethora of historic facts and artifacts regarding Cornwall and its history.

The building itself, originally belonged to some of Cornwall's settlers, The Wood's family. Built by William Wood in 1840, the structure was relocated to Lamoureux Park in 2000 and now houses local tours for visitors.

"A great way to experience Lamoureux Park in a new way"



LANDMARKS TO VISIT

PROGRAM

Background

The electric pedicab or "Trishaw" is available thanks to a New Horizons Grant. The Senior-Friendly Community Committee spearheaded the Seniors on Wheels Project as part of their mission to:

- reduce social isolation as well as financial and physical barriers that prevent seniors from fully engaging in community activities
- promote a healthy community by focusing on the World Health Organization's identified key areas such as transportation, housing and social participation.

The Rotary Club Sunrise has supported this project with a \$3,000 donation!

Located in the east side parking lot beside the Aquatic Centre

100 Water St E, Cornwall ON K6H 6G4

To book a free piloted ride:

Phone: 613-930-4892 ext.155

Email: seniorsonwheels@seawayvalleychc.ca

cornwall.ca/en/play-here/seniors-trishaw.aspx



Notes

A sheet of white paper with horizontal blue lines. A vertical red line runs down the left side, creating a margin. Three grey circular binder holes are punched along the left edge, one near the top, one in the middle, and one near the bottom.

THANK YOU! WE HOPE THAT YOU
ENJOYED YOUR RIDE!



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Financial Services
Division: Finance
Report Number: 2021-103-Financial Services
Prepared By: Paul Scrimshaw, Accounting Manager and Deputy Treasurer
Meeting Date: November 22, 2021
Subject: Third Quarter Financial Results 2021

Purpose

The purpose of this report is to provide Council with an update on the City's financial activities to the third quarter of 2021 and compare those activities with the 2021 Financial Plan.

Recommendation

That Council receive the Third Quarter Financial Results for the period ending September 30, 2021.

Financial Implications

Since the pandemic began the City, like other municipalities, has taken a number of actions to respond to the financial impacts and risks related to this crisis, while considering continued service and safety measures for the residents of our community and employees of the City.

In 2021, the City continues to see variances to budget related to increased costs and loss of service revenues.

Managers have reviewed their respective financial reports for the period ending September 30, 2021. Actual expenditures, revenues and related commentary were analyzed and any significant budget variances, challenges, and risks that are expected to have an impact on the year end financial position were identified.

In addition, departments were asked to assess the impact of the pandemic on their operations and provide commentary. It is however too early to quantify the full impact without knowing the timelines for a full re-opening of the economy.

The most significant impact on City finances is related to the loss of revenues. The City continues to have revenue loss from Transit, Parking, Recreation, and other traditional sources of revenue.

Currently, the variances to the 2021 budget are for the most part offset by savings in operational expenditures due to reduced levels of service. The net projected deficit at year end for the General Taxation budget is \$202,384. Variances known to-date as well as the expected departmental results to the end of the year are included in the departmental commentary and summarized in Schedule I.

If a deficit is realized in 2021, the City will utilize government funding provided to the City in response to financial challenges caused by the pandemic. As reported in 2020, the City received Safe Restart Funding (\$2,686,300) and Transit Safe Restart Funding (\$714,792) from the Province to be used to address COVID-19 related operating pressures. At its 2020 year end, the City contributed unused funding (\$684,011 and \$68,846 respectively) to a temporary reserve to help offset ongoing COVID-19 financial challenges in 2021.

The projected savings at year end for Environmental Services Water is \$352,311 and for Environmental Services Wastewater is \$402,498. Variances known to-date as well as the expected departmental results to the end of the year are included in the departmental commentary and summarized in Schedule II.

The attached reports summarize the operations of the City to September 30, 2021.

1. Interim financial statements for the period ending September 30, 2021 including comments from Managers in respect to their business unit operations.
2. Capital Reports as at September 30, 2021.
3. Summary of Reserves and Reserve Funds as at September 30, 2021.
4. Summary of Progress Funds as at September 30, 2021.

Strategic Priority Implications

This report addresses Council's accountability and transparency to the ratepayers of the City of Cornwall.

Background / Discussion

The purpose of this report is to provide Council and the public with information on the City's financial activities including the financial implications of the COVID-19 response to year end 2021. The pandemic caused significant impacts to the City's 2020 operations and continues to have an impact on City operations in 2021.

As noted in the Second Quarter Financial Report, the City has incurred additional expenditures as a result of the pandemic, such as, the purchase of additional personal protective equipment (PPE), cleaning supplies and equipment, public advertisements, and in technology and telecommunications expenses. These additional costs and the loss of revenue has been, for the most part, offset by savings realized from reduced levels of service from closed facilities, etc.

In March 2021, the Ontario government announced that it would provide an additional \$500 million to help the province's 444 municipalities address ongoing COVID-19 operating costs. The 2021 allocation to the City is an additional \$1,432,263 in Safe Restart funding to help ensure the continued delivery of critical services. In addition, the Ministry of Transportation has provided another \$1,528,916 for Transit to help mitigate the effects of COVID-19.

Glen-Stor-Dun Lodge, Paramedic Services, Social Housing, and Child Care Services have also received funding from their respective Ministries in order to continue to provide services and supports based on the local community needs of SDG.

The COVID-19 crisis is unprecedented, and the length of the economic disruption and recovery remains uncertain at this time. Staff are continuing to monitor and assess the financial impact to the City to ensure the City collectively meets budget at year end. City Administration will adapt its fiscal planning where necessary.

Document Title:	Third Quarter Financial Results 2021 - 2021-103-Financial Services.docx
Attachments:	<ul style="list-style-type: none"> - Operating Sep 30 2021.pdf - Capital Sep 30 2021.pdf - Reserves Sep 30 2021.pdf - Progress Fund Sep 30 2021.pdf
Final Approval Date:	Nov 17, 2021

This report and all of its attachments were approved and signed as outlined below:

Tracey Bailey - Nov 16, 2021 - 8:59 PM

Maureen Adams - Nov 17, 2021 - 7:43 AM

City of Cornwall
Summary of Projected Variances (Unfavourable)
as at Sept 30, 2021

Schedule I

General Taxation

Corporate Variances		
Salaries and Benefits	\$1,300,000	
WSIB Expense (net City)	(\$72,000)	
Conferences and Courses	\$200,000	
Supplemental Taxes	(\$157,000)	
Interest Revenue	(\$50,000)	
Progress Fund Interest Revenue	(\$38,700)	\$1,182,300
Corporate Services		
Licence Revenue - Clerk's Department	(\$30,000)	
Labour Relations/Training - HR	(\$60,000)	(\$90,000)
Social and Housing Support		
Ontario Works	\$235,310	\$235,310
Glen Stor Dun Lodge (city share)		
Revenue Shortfall	(\$93,100)	
Purchase of Goods	\$49,000	
Capital Savings	\$8,674	(\$35,426)
Fire Services		
Fleet Repairs	(\$70,000)	(\$70,000)
Paramedic Services		
Revenue - MoH Funding	\$26,632	\$26,632
Cornwall Police Services		
Revenue - Clearance Letters	(\$100,000)	(\$100,000)
Transit Services		
Fleet Repairs	(\$100,000)	(\$100,000)
Waste Management		
Tipping Fees	\$150,000	
Recycled Material	\$192,500	\$342,500
Economic Development		
MAT Revenue	(\$150,000)	
Transfer to the Tourism Corporation	\$67,500	(\$82,500)
Building Services		
Permit Revenue	\$250,000	
Contribution to Building Surplus Reserve (Permits)	(\$250,000)	\$0
Parking Program		
Contracted Services	\$30,000	
Revenue Shortfall	(\$300,000)	(\$270,000)
Recreation Services		
Programming Revenue	(\$1,350,000)	
Services and Rents - Security	\$140,000	(\$1,210,000)
City Facilities		
Utilities	\$270,000	
Repairs at City Facilities	(\$301,200)	(\$31,200)

Projected Variance - General Taxation

(\$202,384)

City of Cornwall
Summary of Projected Variances (Unfavourable)
as at Sept 30, 2021

Schedule II

Environmental Services - Water

Estimated Savings Salaries and Benefits	\$150,000
Estimated Revenue Surplus	\$110,000
Estimated Capital Savings	\$92,311

Contribution to Water Works Reserve	<u>\$352,311</u>
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Environmental Services - Wastewater

Estimated Savings Salaries and Benefits	\$160,000
Estimated Savings Hired Equipment	\$75,000
Estimated Revenue Surplus	\$80,000
Estimated Capital Savings	\$87,498

Contribution to Wastewater Works Reserve	<u>\$402,498</u>
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City of Cornwall
Financial Statement
as at September 30, 2021

Council

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$233,536	\$387,132	60.32%	\$309,372	\$434,277	71.24%
Purchase of Goods	\$6,958	\$19,000	36.62%	\$3,514	\$19,000	18.49%
Services and Rents	\$62,082	\$115,198	53.89%	\$66,539	\$118,115	56.33%
Financial and Transfers	<u>\$229,327</u>	<u>\$301,809</u>	<u>75.98%</u>	<u>\$250,789</u>	<u>\$315,555</u>	<u>79.48%</u>
Subtotal	\$531,903	\$823,139	64.62%	\$630,214	\$886,947	71.05%
Total Revenue	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$30,000</u>	<u>\$0</u>	<u>0.00%</u>
NET COSTS	<u>\$531,903</u>	<u>\$823,139</u>	<u>64.62%</u>	<u>\$600,214</u>	<u>\$886,947</u>	<u>67.67%</u>

Commentary

No significant variances to report.

Revenue

The revenue of \$30,000 is a 2020 carry forward for Indigenous training.

City of Cornwall
Financial Statement
as at September 30, 2021

Office of the Chief Administrator

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$299,532	\$394,757	75.88%	\$306,668	\$406,665	75.41%
Purchase of Goods	\$2,045	\$3,300	61.97%	\$2,518	\$3,300	76.30%
Services and Rents	\$85,255	\$87,022	97.97%	\$69,357	\$87,121	79.61%
Financial and Transfers	\$104,772	\$139,336	75.19%	\$101,508	\$139,136	72.96%
Subtotal	\$491,604	\$624,415	78.73%	\$480,051	\$636,222	75.45%
 Total Revenue	 \$491,604	 \$624,415	 78.73%	 \$480,051	 \$636,222	 75.45%
NET COSTS	\$0	\$0	0.00%	\$0	\$0	0.00%

Commentary

No significant variances to report.

Services and Rents

Services and rents are high at this time due to expenses incurred for the Senior Friendly Program. There is offsetting revenue for this initiative.

City of Cornwall
Financial Statement
as at September 30, 2021

Clerk's Office

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$280,493	\$389,672	71.98%	\$286,598	\$399,362	71.76%
Purchase of Goods	\$13,338	\$33,775	39.49%	\$15,887	\$23,275	68.26%
Services and Rents	\$260,060	\$386,944	67.21%	\$272,001	\$405,699	67.05%
Financial and Transfers	<u>\$199,537</u>	<u>\$230,571</u>	<u>86.54%</u>	<u>\$195,041</u>	<u>\$226,431</u>	<u>86.14%</u>
Subtotal	\$753,428	\$1,040,962	72.38%	\$769,527	\$1,054,767	72.96%
 Total Revenue	 <u>\$457,764</u>	 <u>\$676,517</u>	 <u>67.66%</u>	 <u>\$426,828</u>	 <u>\$592,751</u>	 <u>72.01%</u>
NET COSTS	<u>\$295,664</u>	<u>\$364,445</u>	<u>81.13%</u>	<u>\$342,699</u>	<u>\$462,016</u>	<u>74.17%</u>

Commentary

Financial and Transfers

Financial and transfers are high due to the contribution to reserves being booked at 100% for the 2022 Election.

Revenue

Revenue for lottery and marriage licences and vital statistics are trending below budget at third quarter. It is anticipated that there will be a shortfall of \$30,000 Licence revenue.

City of Cornwall
Financial Statement
as at September 30, 2021

Human Resources

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$936,676	\$1,334,434	70.19%	\$996,094	\$1,362,797	73.09%
Purchase of Goods	\$3,319	\$5,000	66.38%	\$1,949	\$4,500	43.31%
Services and Rents	\$387,057	\$281,059	137.71%	\$348,095	\$389,812	89.30%
Financial and Transfers	<u>\$814,450</u>	<u>\$980,896</u>	<u>83.03%</u>	<u>\$858,933</u>	<u>\$1,002,056</u>	<u>85.72%</u>
Subtotal	\$2,141,502	\$2,601,389	82.32%	\$2,205,071	\$2,759,165	79.92%
Total Revenue	<u>\$2,008,320</u>	<u>\$2,582,951</u>	<u>77.75%</u>	<u>\$2,188,628</u>	<u>\$2,740,825</u>	<u>79.85%</u>
NET COSTS	<u>\$133,182</u>	<u>\$18,438</u>	<u>722.32%</u>	<u>\$16,443</u>	<u>\$18,340</u>	<u>89.66%</u>

Commentary

Services and Rents

Services and rents are high due to professional services related to labour matters and additional training for staff. It is anticipated that services and rents will exceed budget by \$60,000.

Financial and Transfers

Financial and transfers are currently trending high due to WSIB expenses being over budget. It is anticipated that WSIB will exceed budget by \$150,000 (net City \$72,000). WSIB is charged to Human Resources and then recovered from departments that have incurred the expenses and will be reflected in their salary and benefits line. There is an offsetting revenue to recover the expense in HR.

City of Cornwall
Financial Statement
as at September 30, 2021

Financial Services

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$1,811,140	\$2,506,658	72.25%	\$1,928,613	\$2,583,752	74.64%
Purchase of Goods	\$162,151	\$209,550	77.38%	\$105,953	\$282,014	37.57%
Services and Rents	\$992,661	\$1,304,711	76.08%	\$1,209,587	\$1,331,826	90.82%
Financial and Transfers	<u>\$3,586,509</u>	<u>\$5,278,044</u>	<u>67.95%</u>	<u>\$2,979,469</u>	<u>\$4,508,692</u>	<u>66.08%</u>
Subtotal	\$6,552,461	\$9,298,963	70.46%	\$6,223,622	\$8,706,284	71.48%
 Total Revenue	 <u>\$66,289,310</u>	 <u>\$88,430,521</u>	 <u>74.96%</u>	 <u>\$67,772,686</u>	 <u>\$89,946,575</u>	 <u>75.35%</u>
NET COSTS	<u>(\$59,736,849)</u>	<u>(\$79,131,558)</u>	<u>75.49%</u>	<u>(\$61,549,064)</u>	<u>(\$81,240,291)</u>	<u>75.76%</u>

Commentary

Purchase of Goods

Purchase of goods are low at third quarter due to the timing of purchases of computer hardware and ITT equipment and the reallocation of some expenses to services and rents.

Services and Rents

Services and rents are high at this time due to software maintenance fees that are paid annually as well as the transfer of costs from purchase of goods.

Revenue

Supplemental taxes are below budget for 2021 by \$157,000.

City of Cornwall
Financial Statement
as at September 30, 2021

Social Support and Housing Services

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$4,342,933	\$6,454,366	67.29%	\$4,091,587	\$6,084,734	67.24%
Purchase of Goods	\$63,919	\$112,975	56.58%	\$96,834	\$84,919	114.03%
Services and Rents	\$9,392,601	\$13,934,645	67.40%	\$12,151,116	\$13,210,233	91.98%
Financial and Transfers	<u>\$24,146,694</u>	<u>\$32,243,977</u>	<u>74.89%</u>	<u>\$20,791,367</u>	<u>\$33,337,075</u>	<u>62.37%</u>
Subtotal	\$37,946,147	\$52,745,963	71.94%	\$37,130,904	\$52,716,961	70.43%
 Total Revenue	 <u>\$32,659,651</u>	 <u>\$45,398,459</u>	 <u>71.94%</u>	 <u>\$31,701,027</u>	 <u>\$45,220,805</u>	 <u>70.10%</u>
NET COSTS	<u>\$5,286,496</u>	<u>\$7,347,504</u>	<u>71.95%</u>	<u>\$5,429,877</u>	<u>\$7,496,156</u>	<u>72.44%</u>

Commentary

Ontario Works

Due to COVID-19, it is anticipated that expenditures will be below budget by approximately \$863,000, largely in compensation and employment related expenses. The City's portion of the savings is \$235,310.

Child Care

No significant variances to report.

Social Housing

No significant variances to report.

City of Cornwall
Financial Statement
as at September 30, 2021

Glen-Stor-Dun Lodge

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$8,104,643	\$11,037,004	73.43%	\$8,425,641	\$11,527,218	73.09%
Purchase of Goods	\$1,088,798	\$1,485,794	73.28%	\$986,099	\$1,496,738	65.88%
Services and Rents	\$525,031	\$779,886	67.32%	\$552,919	\$728,658	75.88%
Financial and Transfers	<u>\$787,382</u>	<u>\$971,318</u>	<u>81.06%</u>	<u>\$716,045</u>	<u>\$869,479</u>	<u>82.35%</u>
Subtotal	\$10,505,854	\$14,274,002	73.60%	\$10,680,704	\$14,622,093	73.04%
Total Revenue	<u>\$9,034,936</u>	<u>\$12,063,891</u>	<u>74.89%</u>	<u>\$8,959,671</u>	<u>\$12,268,345</u>	<u>73.03%</u>
NET COSTS	<u>\$1,470,918</u>	<u>\$2,210,111</u>	<u>66.55%</u>	<u>\$1,721,033</u>	<u>\$2,353,748</u>	<u>73.12%</u>

Commentary

Salaries and Benefits

Salaries and benefits are trending below budget due to position vacancies. The variance will be reported under corporate variances.

Purchase of Goods

Purchase of goods are anticipated to be below budget by \$70,000 (City Share \$49,000) primarily due to residence room vacancies. These vacancies resulted in less supplies required for the Lodge.

Financial and Transfers

Financial and transfers are high due to contribution to capital and reserves booked at 100%.

Revenue

Revenue is trending below budget due to the COVID-19 pandemic. Resident room vacancies and non-essential activities that were not taking place within the Lodge have contributed to this shortfall. It is anticipated that the revenue shortfall is \$133,000 (City Share \$93,100).

Capital (net City)

'18-'19 Building Requirements - Exterior	\$8,314
'19 Building Requirements	\$18,122
'20 Resident Equipment	(\$69)
'21 Resident Equipment	\$84
'21 Building Requirements - Various	<u>(\$17,777)</u>
	\$8,674

City of Cornwall
Financial Statement
as at September 30, 2021

Fire Services

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$6,658,308	\$9,151,712	72.75%	\$7,090,491	\$9,190,506	77.15%
Purchase of Goods	\$203,134	\$275,757	73.66%	\$337,626	\$339,850	99.35%
Services and Rents	\$209,909	\$151,968	138.13%	\$235,697	\$360,194	65.44%
Financial and Transfers	<u>\$941,670</u>	<u>\$1,209,311</u>	<u>77.87%</u>	<u>\$985,280</u>	<u>\$1,282,641</u>	<u>76.82%</u>
Subtotal	\$8,013,021	\$10,788,748	74.27%	\$8,649,094	\$11,173,191	77.41%
 Total Revenue	 \$60,492	 \$92,000	 65.75%	 \$103,982	 \$67,000	 155.20%
NET COSTS	<u>\$7,952,529</u>	<u>\$10,696,748</u>	<u>74.35%</u>	<u>\$8,545,112</u>	<u>\$11,106,191</u>	<u>76.94%</u>

Commentary

Salaries and Benefits

Salaries and benefits are trending over budget. The variance is due to additional OT for training and retirement payouts. There have been a few unanticipated retirements which has led to additional training for new recruits before they become operational. The variance will be reported under corporate variances.

Purchase of Goods

Purchase of goods are trending high due to the purchase of parts and accessories for the maintenance of the fleet. There has been a number of more expensive repairs that have occurred to the vehicles, The estimated shortfall is \$70,000.

Revenue

Revenue is over budget due to a contribution from reserves for a 2020 carry forward for bunker gear and a one time Provincial grant of \$16,000 for increased training opportunities.

City of Cornwall
Financial Statement
as at September 30, 2021

Cornwall SDG Paramedic Services

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$9,178,407	\$11,909,142	77.07%	\$10,308,160	\$12,730,221	80.97%
Purchase of Goods	\$544,670	\$873,052	62.39%	\$656,669	\$1,015,071	64.69%
Services and Rents	\$733,276	\$1,133,325	64.70%	\$758,556	\$1,118,219	67.84%
Financial and Transfers	\$1,090,087	\$1,492,466	73.04%	\$1,318,379	\$1,675,688	78.68%
Subtotal	\$11,546,440	\$15,407,985	74.94%	\$13,041,764	\$16,539,199	78.85%
Total Revenue	\$9,343,101	\$11,988,572	77.93%	\$10,266,989	\$12,966,742	79.18%
NET COSTS	\$2,203,339	\$3,419,413	64.44%	\$2,774,775	\$3,572,457	77.67%

Commentary

Salaries and Benefits

Salaries and Benefits are high at third quarter due to an enhancement to the community paramedicine program. There is additional MoH funding to cover all expense associated with this program. WSIB is trending high for 2021 and is estimated to exceed budget by \$52,000 (net City)

Purchase of Goods

Increased fuel costs and mileage due to an increase in the Community Paramedic program may result in fuel exceeding budget.

Fuel was budgeted at \$1.00 a litre. The average cost from January to July has been 96¢ a litre. For August and September the average price was \$1.13 a litre, with October at \$1.19 a litre, fuel prices have been trending up. The department is working at managing this variance to stay within the budget.

Revenue

Paramedic Services received the annual Ministry of Health (MoH) funding announcement. The department will receive \$66,581 (net City \$26,632) more than what was budgeted in 2021.

City of Cornwall
Financial Statement
as at September 30, 2021

Cornwall Police Services

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$13,926,748	\$18,621,434	74.79%	\$14,711,361	\$19,182,151	76.69%
Purchase of Goods	\$583,727	\$1,027,812	56.79%	\$537,866	\$958,688	56.10%
Services and Rents	\$789,001	\$1,092,472	72.22%	\$810,475	\$1,116,745	72.57%
Financial and Transfers	\$1,016,416	\$1,237,136	82.16%	\$1,016,169	\$1,278,161	79.50%
Subtotal	\$16,315,892	\$21,978,854	74.23%	\$17,075,871	\$22,535,745	75.77%
 Total Revenue	 \$1,753,779	 \$1,766,624	 99.27%	 \$1,605,677	 \$1,849,818	 86.80%
NET COSTS	\$14,562,113	\$20,212,230	72.05%	\$15,470,194	\$20,685,927	74.79%

Commentary

Purchase of Goods

Increased fuel costs may result in the fuel expense exceeding budget. The average cost from January to July has been 96¢ a litre. For August and September the average price was \$1.13 a litre, with October at \$1.19 a litre, fuel prices have been trending up. The department is working at managing this variance to stay within the budget.

Financial and Transfers

Financial and transfers are high due to contribution to capital and reserves booked at 100%.

Revenue

Revenue is above budget at this time due to the timing of Provincial grants.

In addition, due to COVID-19 restrictions in the first half of the year, there is an anticipated shortfall in clearance letter revenue as many of the schools and community groups had not resumed their activities. The estimated shortfall is \$100,000.

City of Cornwall
Financial Statement
as at September 30, 2021

Municipal Works and Services

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$1,604,363	\$2,376,258	67.52%	\$1,817,264	\$2,448,345	74.22%
Purchase of Goods	\$516,922	\$939,293	55.03%	\$600,471	\$883,972	67.93%
Services and Rents	\$1,013,227	\$1,300,321	77.92%	\$793,699	\$1,386,731	57.24%
Financial and Transfers	\$1,968,763	\$2,562,251	76.84%	\$2,584,473	\$3,193,142	80.94%
Subtotal	\$5,103,275	\$7,178,123	71.09%	\$5,795,907	\$7,912,190	73.25%
 Total Revenue	 \$2,586,765	 \$3,152,738	 82.05%	 \$2,796,579	 \$3,474,028	 80.50%
NET COSTS	\$2,516,510	\$4,025,385	62.52%	\$2,999,328	\$4,438,162	67.58%

Commentary

Purchase of Goods

Increased fuel costs may result in the fuel expense exceeding budget. The average cost from January to July has been 96¢ a litre. For August and September the average price was \$1.13 a litre, with October at \$1.19 a litre, fuel prices have been trending up. The department is working at managing this variance to stay within the budget.

Revenue

Revenue trending over budget is due to the sale of surplus equipment which has an off-setting contribution to the equipment reserve.

City of Cornwall
Financial Statement
as at September 30, 2021

Roads

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$1,339,010	\$1,826,094	73.33%	\$1,332,589	\$2,034,533	65.50%
Purchase of Goods	\$919,319	\$1,425,114	64.51%	\$784,540	\$1,445,375	54.28%
Services and Rents	\$1,784,415	\$2,426,763	73.53%	\$1,516,654	\$2,776,058	54.63%
Financial and Transfers	\$610,031	\$762,210	80.03%	\$727,046	\$880,496	82.57%
Subtotal	\$4,652,775	\$6,440,181	72.25%	\$4,360,829	\$7,136,462	61.11%
 Total Revenue	 \$26,587	 \$94,302	 28.19%	 \$59,202	 \$269,898	 21.93%
NET COSTS	\$4,626,188	\$6,345,879	72.90%	\$4,301,627	\$6,866,564	62.65%

Commentary

Summer Control

No significant variances to report.

Winter Control

Winter Control activities are on target with budget. Winter Control is currently at 61.2% of budget. Weather conditions during the 4th quarter will impact overall savings or shortfalls. There is a budgeted contribution from the Winter Control Reserve of \$150,000 to support operating costs.

Traffic Flow Maintenance

No significant variances to report.

Salaries and Benefits

Salaries and benefits are low at third quarter due to position vacancies and not having crossing guards for half of 2021. The variance will be reported under corporate variances.

City of Cornwall
Financial Statement
as at September 30, 2021

Transit Services

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$2,869,356	\$3,812,253	75.27%	\$3,002,470	\$3,939,158	76.22%
Purchase of Goods	\$599,206	\$1,017,115	58.91%	\$707,615	\$983,439	71.95%
Services and Rents	\$233,272	\$400,221	58.29%	\$262,789	\$429,587	61.17%
Financial and Transfers	\$831,974	\$1,136,013	73.24%	\$1,039,563	\$1,393,615	74.59%
Subtotal	\$4,533,808	\$6,365,602	71.22%	\$5,012,437	\$6,745,799	74.30%
 Total Revenue	 \$1,391,129	 \$2,498,649	 55.68%	 \$1,848,040	 \$2,643,417	 69.91%
NET COSTS	\$3,142,679	\$3,866,953	81.27%	\$3,164,397	\$4,102,382	77.14%

Commentary

Purchase of Goods

Increased fuel costs may result in the fuel expense exceeding budget. The average cost from January to July has been 96¢ a litre. For August and September the average price was \$1.13 a litre, with October at \$1.19 a litre, fuel prices have been trending up. For the first part of the year Transit was running a reduced service which resulted in a lower than anticipated fuel consumption which will help offset the increase in fuel cost.

Parts and accessories are anticipated to be over budget by \$100,000 due to unanticipated repairs and disposal of obsolete parts.

Revenue

Due to COVID-19 restrictions and the gradual reopening transit revenues are projected to be below budget at year end by approximately \$536,000.

The Ministry of Transportation has provided funds through the Safe Restart Program which will help mitigate the lost revenue.

City of Cornwall
Financial Statement
as at September 30, 2021

Infrastructure Planning

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$1,192,949	\$1,900,503	62.77%	\$954,573	\$1,339,017	71.29%
Purchase of Goods	\$13,050	\$28,550	45.71%	\$18,387	\$28,150	65.32%
Services and Rents	\$51,549	\$73,822	69.83%	\$40,903	\$91,526	44.69%
Financial and Transfers	\$887,983	\$1,221,555	72.69%	\$805,600	\$1,100,766	73.19%
Subtotal	\$2,145,531	\$3,224,430	66.54%	\$1,819,463	\$2,559,459	71.09%
 Total Revenue	 \$1,444,268	 \$1,569,293	 92.03%	 \$1,391,681	 \$1,440,867	 96.59%
NET COSTS	\$701,263	\$1,655,137	42.37%	\$427,782	\$1,118,592	38.24%

Commentary

Salaries and Benefits

Salaries and benefits are currently below budget due to vacancies throughout the department. The variance will be reported under corporate variances.

Revenue

Revenue is high at third quarter due construction and design revenue being fully booked. Revenues are expected to be on budget at year end.

City of Cornwall
Financial Statement
as at September 30, 2021

Waste Management Services

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$108,285	\$181,590	59.63%	\$432,606	\$576,755	75.01%
Purchase of Goods	\$36,210	\$74,985	48.29%	\$73,039	\$87,167	83.79%
Services and Rents	\$3,474,038	\$5,045,310	68.86%	\$3,462,958	\$5,201,220	66.58%
Financial and Transfers	\$699,152	\$885,557	78.95%	\$903,242	\$1,181,619	76.44%
Subtotal	\$4,317,685	\$6,187,442	69.78%	\$4,871,845	\$7,046,761	69.14%
Total Revenue	<u>\$2,476,712</u>	<u>\$3,286,359</u>	<u>75.36%</u>	<u>\$3,785,796</u>	<u>\$3,937,625</u>	<u>96.14%</u>
NET COSTS	<u>\$1,840,973</u>	<u>\$2,901,083</u>	<u>63.46%</u>	<u>\$1,086,049</u>	<u>\$3,109,136</u>	<u>34.93%</u>

Commentary

Financial and Transfers

Financial and transfers are high due to contribution to capital booked at 100%.

Revenue

Tipping fees increased by \$2 per tonne in 2021. The current tipping fee rate is \$81.00 per tonne.

Tipping fee revenue is trending above budget at the end of the third quarter. Tipping fee revenue is anticipated to exceed budget by \$150,000.

Market prices are currently higher than expected for recycled materials it anticipated that revenues will exceed budget by \$350,000. Recycled material revenue is shared with the participating counties therefore the City's share of the surplus is \$192,500.

City of Cornwall
Financial Statement
as at September 30, 2021

Planning Services

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$370,535	\$533,986	69.39%	\$367,107	\$546,851	67.13%
Purchase of Goods	\$2,211	\$13,300	16.62%	\$2,456	\$10,400	23.62%
Services and Rents	\$154,031	\$297,791	51.72%	\$117,537	\$324,917	36.17%
Financial and Transfers	\$176,766	\$203,098	87.03%	\$148,870	\$170,366	87.38%
Subtotal	\$703,543	\$1,048,175	67.12%	\$635,970	\$1,052,534	60.42%
 Total Revenue	 \$245,702	 \$454,000	 54.12%	 \$301,113	 \$489,000	 61.58%
NET COSTS	\$457,841	\$594,175	77.05%	\$334,857	\$563,534	59.42%

Commentary

Salaries and Benefits

Salaries and benefits are currently below budget due to vacancies. The variance will be reported under corporate variances.

Services and Rents

Services and rents are below budget at third quarter. This is due to the timing of the studies being untaken by the department in 2021. The RFP for the Archeological Management Plan which has a budget of \$200,000 has been issued.

The Archeological Management Plan is funded from reserves on an actual basis. Therefore, there is a corresponding shortfall in revenue at this time.

Financial and Transfers

Financial and transfers are high due to contribution to reserves booked at 100%.

Revenue

Revenues are projected to be on target at the end of the year.

City of Cornwall
Financial Statement
as at September 30, 2021

Economic Development

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$457,976	\$697,735	65.64%	\$520,296	\$679,016	76.62%
Purchase of Goods	\$53,561	\$26,980	198.52%	\$12,812	\$24,480	52.34%
Services and Rents	\$336,302	\$490,603	68.55%	\$329,575	\$460,478	71.57%
Financial and Transfers	<u>\$902,396</u>	<u>\$558,183</u>	<u>161.67%</u>	<u>\$368,105</u>	<u>\$612,880</u>	<u>60.06%</u>
Subtotal	\$1,750,235	\$1,773,501	98.69%	\$1,230,788	\$1,776,854	69.27%
Total Revenue	<u>\$1,245,506</u>	<u>\$947,226</u>	<u>131.49%</u>	<u>\$526,044</u>	<u>\$919,956</u>	<u>57.18%</u>
NET COSTS	<u>\$504,729</u>	<u>\$826,275</u>	<u>61.08%</u>	<u>\$704,744</u>	<u>\$856,898</u>	<u>82.24%</u>

Commentary

Financial and Transfers / Revenue

Financial and transfers and revenue are trending below budget due to the COVID-19 restrictions in the first half of the year. These restrictions limited the number of people traveling therefore the number of hotel stays was low. Restrictions were relaxed during the third quarter therefore hotel stays are increasing.

The MAT revenue is currently at 56% of budget. It is anticipated that there will be a shortfall of \$150,000 by year end. There will be a corresponding savings in financial and transfers of \$67,500 related to the transfer to the Tourism Development Corporation.

City of Cornwall
Financial Statement
as at September 30, 2021

Building Services

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$596,054	\$848,266	70.27%	\$533,404	\$896,713	59.48%
Purchase of Goods	\$6,414	\$31,600	20.30%	\$12,038	\$32,300	37.27%
Services and Rents	\$102,753	\$156,791	65.54%	\$94,084	\$159,192	59.10%
Financial and Transfers	\$122,309	\$159,351	76.75%	\$242,639	\$166,537	145.70%
Subtotal	\$827,530	\$1,196,008	69.19%	\$882,165	\$1,254,742	70.31%
Total Revenue	\$885,812	\$941,500	94.09%	\$1,043,361	\$1,138,000	91.68%
NET COSTS	<u>(\$58,282)</u>	<u>\$254,508</u>	<u>-22.90%</u>	<u>(\$161,196)</u>	<u>\$116,742</u>	<u>-138.08%</u>

Commentary

Salaries and Benefits

Salaries and benefits are currently below budget due to vacancies. The variance will be reported under corporate variances.

Financial and Transfers

Financial and transfers are high due to the CityView - Portal & Electronic Plans project. There is an offsetting grant for up to 50% of this project that we have not received as of yet.

Revenue

Revenue is projected to exceed budgeted by \$250,000 due to several large unanticipated permits. At year end, the surplus will be contributed to the Building Surplus Reserve (Permits).

City of Cornwall
Financial Statement
as at September 30, 2021

Bylaw Enforcement

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$338,291	\$546,092	61.95%	\$377,972	\$506,873	74.57%
Purchase of Goods	\$8,069	\$9,900	81.51%	\$3,445	\$10,400	33.13%
Services and Rents	\$130,057	\$194,956	66.71%	\$84,081	\$151,671	55.44%
Financial and Transfers	<u>\$53,553</u>	<u>\$102,637</u>	<u>52.18%</u>	<u>\$46,230</u>	<u>\$102,780</u>	<u>44.98%</u>
Subtotal	\$529,970	\$853,585	62.09%	\$511,728	\$771,724	66.31%
 Total Revenue	 <u>\$96,092</u>	 <u>\$137,700</u>	 <u>69.78%</u>	 <u>\$107,137</u>	 <u>\$123,700</u>	 <u>86.61%</u>
NET COSTS	<u>\$433,878</u>	<u>\$715,885</u>	<u>60.61%</u>	<u>\$404,591</u>	<u>\$648,024</u>	<u>62.43%</u>

Commentary

Revenue

Revenue is currently high at the of end September. This is due to the timing of revenue from business licences, dog tags, and fence permits. It is anticipated that revenue will be on target at year end.

City of Cornwall
Financial Statement
as at September 30, 2021

Parking Program

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$207,411	\$264,627	78.38%	\$200,680	\$269,119	74.57%
Purchase of Goods	\$33,461	\$59,700	56.05%	\$14,792	\$62,000	23.86%
Services and Rents	\$65,245	\$118,193	55.20%	\$51,195	\$118,934	43.04%
Financial and Transfers	\$143,988	\$230,779	62.39%	\$185,087	\$243,567	75.99%
Subtotal	\$450,105	\$673,299	66.85%	\$451,754	\$693,620	65.13%
Total Revenue	\$196,955	\$673,299	29.25%	\$143,270	\$693,620	20.66%
NET COSTS	\$253,150	\$0	0.00%	\$308,484	\$0	0.00%

Commentary

Services and Rents

Services and rents are currently below budget due to a savings in contracted services. Due to COVID-19 restrictions during the earlier part of the year, it is anticipated that there will be savings in the contract with the Commissionaires of approximately \$30,000.

Revenue

Revenue is well below budget for the third quarter due to the COVID-19 pandemic. Restrictions that were in place during the first half of the year affected the amount of traffic in the downtown core. The 2021 parking program shortfall in revenue is estimated at \$300,000. Council, at its meeting of August 9, 2021 approved changes to the parking program which will have a positive affect on revenues going forward

Normally any surplus/deficit would be contributed to or funded from reserves. The parking reserve has a balance \$109,854 at September 30, 2021 and will not be able to fund a large deficit in 2021.

City of Cornwall
Financial Statement
as at September 30, 2021

Recreation Programming

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries & Benefits	\$1,135,030	\$2,148,413	52.83%	\$1,558,685	\$2,193,150	71.07%
Purchase of Goods	\$44,027	\$188,657	23.34%	\$139,471	\$174,704	79.83%
Services & Rents	\$148,023	\$389,182	38.03%	\$98,421	\$401,049	24.54%
Financial & Transfers	\$954,999	\$1,512,132	63.16%	\$798,651	\$1,412,570	56.54%
Subtotal	\$2,282,079	\$4,238,384	53.84%	\$2,595,228	\$4,181,473	62.06%
Total Revenue	<u>\$1,223,626</u>	<u>\$3,690,478</u>	<u>33.16%</u>	<u>\$1,601,175</u>	<u>\$3,721,967</u>	<u>43.02%</u>
NET COSTS	<u>\$1,058,453</u>	<u>\$547,906</u>	<u>193.18%</u>	<u>\$994,053</u>	<u>\$459,506</u>	<u>216.33%</u>

Commentary

Salaries and Benefits

Salaries and benefits are currently below budget due to facility closures and summer activities only commencing in July. The variance will be reported under corporate variances.

Services and Rents

There is an anticipated savings in services and rents of \$140,000 due to facilities being closed for the first part of the year and therefore no requirement for security.

Revenue

Due to COVID-19 restrictions, Recreation Services did not offer programming in the first part of the year. For 2021, the revenue shortfall across all programs is estimated at \$1,350,000.

City of Cornwall
Financial Statement
as at September 30, 2021

City Facilities

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries & Benefits	\$2,192,305	\$3,706,897	59.14%	\$1,671,020	\$3,635,918	45.96%
Purchase of Goods	\$1,596,733	\$2,601,835	61.37%	\$1,517,625	\$2,657,719	57.10%
Services & Rents	\$1,319,819	\$1,825,040	72.32%	\$1,324,416	\$1,778,178	74.48%
Financial & Transfers	\$3,058,084	\$3,479,319	87.89%	\$2,878,192	\$3,645,473	78.95%
Subtotal	\$8,166,941	\$11,613,091	70.33%	\$7,391,253	\$11,717,288	63.08%
Total Revenue	\$2,719,563	\$3,761,019	72.31%	\$2,617,387	\$3,759,050	69.63%
NET COSTS	\$5,447,378	\$7,852,072	69.38%	\$4,773,866	\$7,958,238	59.99%

Commentary

Salaries and Benefits

Salaries and benefits are currently below budget due to vacancies and facility closures. During part of the year, City facilities were closed to the public due to COVID-19 restrictions. The variance will be reported under corporate variances.

Purchase of Goods

Due to COVID-19, most City buildings were closed to the public for the first half of the year. This closure resulted in a reduction in energy consumption. The projected savings in utilities is \$270,000.

Services and Rents

There have been a number of unbudgeted repairs at various City facilities; Benson Centre \$193,300, Civic Complex \$35,900, Marina \$20,000, Bandshell \$8,000 and other city facilities \$44,000. It is anticipated that the department will be able to manage these variances and stay within budget.

City of Cornwall
Financial Statement
as at September 30, 2021

Community Agencies

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$1,371	\$0	0.00%	\$466	\$0	0.00%
Purchase of Goods	\$765	\$0	0.00%	\$44	\$0	0.00%
Services and Rents	\$0	\$0	0.00%	\$0	\$50,000	0.00%
Financial and Transfers	\$3,616,913	\$4,671,925	77.42%	\$3,417,259	\$4,593,966	74.39%
Subtotal	\$3,619,049	\$4,671,925	77.46%	\$3,417,769	\$4,643,966	73.60%
 Total Revenue	 \$258,412	 \$217,658	 118.72%	 \$186,680	 \$223,235	 83.62%
NET COSTS	\$3,360,637	\$4,454,267	75.45%	\$3,231,089	\$4,420,731	73.09%

Commentary

	2021 Budget
Raisin River Conservation Authority	548,352
Cornwall Regional Airport	103,049
Eastern Ontario Health Unit	728,413
SD&G Historical Society	100,000
Medical Recruitment	175,000
Seniors' Clubs	70,000
Your Arts Council	10,000
Agri-Food Network	25,000
Waterfest	3,100
Waterfest In-Kind	6,900
CUREA	10,000
Triathlon	10,000
Beyond 21	7,100
Cornwall Public Library	2,349,919
LTD - Library HVAC	102,958
Eastern Ontario Regional Network	25,858
Municipal Grants Program	82,900
Contribution to reserves	213,367
Internal Charges	22,050
	<u>4,593,966</u>

The Municipal Grants Review Committee has met to review and approve applications received through the Municipal Grants Program. As per the Policy, an annual report will be presented to Council.

City of Cornwall
Financial Statement
as at September 30, 2021

Environmental Services Water

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$1,603,734	\$2,384,968	67.24%	\$1,593,540	\$2,425,938	65.69%
Purchase of Goods	\$812,370	\$1,207,156	67.30%	\$788,036	\$1,233,438	63.89%
Services and Rents	\$588,551	\$808,212	72.82%	\$509,535	\$825,415	61.73%
Financial and Transfers	\$4,061,454	\$4,208,959	96.50%	\$4,098,609	\$4,247,746	96.49%
Subtotal	\$7,066,109	\$8,609,295	82.08%	\$6,989,720	\$8,732,537	80.04%
 Total Revenue	 \$6,433,271	 \$8,609,295	 74.72%	 \$6,584,403	 \$8,732,537	 75.40%
NET COSTS	\$632,838	\$0	0.00%	\$405,317	\$0	0.00%

Commentary

Any variance from budget for this department will be allocated to/from the Water Works Reserve at the end of the year.

Salaries and Benefits

Salaries and benefits are currently below budget due to vacancies. The estimated savings is \$150,000 to the end of the year.

Financial and Transfers

Financial and transfers are high due to contribution to capital booked at 100%.

Revenue

Revenue is projected to be over budget by \$110,000. Water Billings are projected to be above budget by \$40,000. Other revenue is estimated to be over budget by \$70,000 due to an increase in the sale of water.

Capital

Sydney St (Fourth to Fifth)	92,311
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City of Cornwall
Financial Statement
as at September 30, 2021

Environmental Services Wastewater

	2020 Actuals Sep 30	2020 Budget	Y-T-D % used	2021 Actuals Sep 30	2021 Budget	Y-T-D % used
EXPENDITURES						
Salaries and Benefits	\$1,510,210	\$2,117,408	71.32%	\$1,506,371	\$2,208,653	68.20%
Purchase of Goods	\$1,152,117	\$1,534,816	75.07%	\$1,132,294	\$1,646,513	68.77%
Services and Rents	\$804,623	\$1,231,710	65.33%	\$797,791	\$1,294,892	61.61%
Financial and Transfers	\$5,149,499	\$5,850,180	88.02%	\$5,160,690	\$5,860,241	88.06%
Subtotal	\$8,616,449	\$10,734,114	80.27%	\$8,597,146	\$11,010,299	78.08%
Total Revenue	\$8,079,514	\$10,734,114	75.27%	\$8,352,724	\$11,010,299	75.86%
NET COSTS	\$536,935	\$0	0.00%	\$244,422	\$0	0.00%

Commentary

Any variance from budget for this department will be allocated to/from the Wastewater Works Reserve at the end of the year.

Salaries and Benefits

Salaries and benefits are currently below budget due to vacancies. The estimated savings is \$160,000 to the end of the year.

Services and Rents

Services and Rents are trending below budget due to the lack of availability of hired equipment. The department has deferred certain items, such as catch basin maintenance, that were planned in 2021. The expected savings is \$75,000.

Financial and Transfers

Financial and transfers are high due to contribution to capital booked at 100%.

Revenue

It is anticipated that revenue will exceed budget by \$80,000. There is an estimated increase in billings of \$130,000 and a shortfall in other revenues of \$50,000.

Capital

Sydney St (Fourth to Fifth)	92,311
2018 Sewer Separation	(11,393)
2020 Sewer Network Improvements	54,580
2017 WWTP System Upgrades	(48,000)
Total	87,498

**City of Cornwall
Capital Report
As of September 30, 2021**

Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'18-'19 N. Kaneb Dr Ext - Marleau to Tenth					
-2018 approved funding (financing)	600,000				
-2019 approved funding (financing)	156,500				
-2019 approved funding (development charges)	<u>1,643,500</u>				
	2,400,000	2,379,521	20,479	1,234,787	0
Date of Completion: Jul-22					
Comments: Construction underway					
'19-'21 Centertown - Water St / Montreal Rd					
-2019 approved funding	30,000				
-2020 approved funding	30,000				
-2021 federal gas tax	<u>30,000</u>				
	90,000	0	90,000	0	0
Date of Completion: Dec-22					
Comments: Funding is being set aside for future intersections					
'18 -'21 Lemay St Extension					
-2018 grant funding (OCIF)	477,000				
-2018 approved funding (financing)	63,000				
-2019 approved funding (financing)	500,000				
-2020 grant funding (ICIP)	2,500,000				
-2021 approved funding (financing)	<u>1,500,000</u>				
	5,040,000	1,561,667	3,478,333	1,113,869	0
Date of Completion: Dec-23					
Comments: RFT for phases 3 & 4 to be issued shortly; construction of phase 3 in 2022					
'18 Asphalt Resurfacing Various City Streets					
-2018 federal gas tax	2,899,800				
-2018 approved funding	<u>100,200</u>				
	3,000,000	2,875,694	124,306	2,873,721	124,306
Date of Completion: Dec-21					
Comments: Construction nearing completion, surplus to be returned to Gas Tax Reserve					
'19 Asphalt Resurfacing Various City Streets					
-2019 federal gas tax	2,140,000				
-2019 grant funding (OCIF)	770,000				
-2019 approved funding	<u>90,000</u>				
	3,000,000	2,978,210	0	2,951,495	21,790
Date of Completion: Dec-21					
Comments: Construction nearing completion, surplus to be returned to Gas Tax Reserve					
'20 - '21 Marleau Ave Reconstruction and Widening Stage 2					
-2020 approved funding (development charges)	131,500				
-2020 approved funding (road infrastructure reserve)	168,500				
-2020 approved funding (report 2020-242 Infrastructure and MW)	646,105				
-2021 approved funding (financing)	1,255,000				
-2021 approved funding (development charges)	<u>745,000</u>				
	2,946,105	1,062,589	1,883,516	1,062,589	0
Date of Completion: Dec-22					
Comments: Design stage					
'20 Asphalt Resurfacing Various City Streets					
-2020 federal gas tax	2,910,000				
-2020 grant funding (OCIF)	1,090,000				
-2021 transfer federal gas tax to other projects	<u>-185,000</u>				
	3,815,000	3,423,654	391,346	3,018,916	0
Date of Completion: Dec-22					
Comments: Construction underway					

**City of Cornwall
Capital Report
As of September 30, 2021**

Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'20 Asset Management Plan Update					
-2020 approved funding (road infrastructure reserve)	50,000				
-2020 approved funding (water works reserve)	50,000				
-2020 approved funding (wastewater works reserve)	50,000				
-2021 approved funding (Report 2021-60-Financial Services)	<u>35,559</u>				
	185,559	185,559	0	0	0
Date of Completion: Mar-22					
Comments: RFP awarded project underway					
'20 Update Subdivision Manual and the Subdivision Agreement					
-2020 approved funding (road infrastructure reserve)	75,000	0	75,000	0	0
Date of Completion: Jun-22					
Comments: RFP to be issued shortly					
'20 Active Transportation - Sidewalks					
-2020 federal gas tax	340,000	336,051	3,949	320,745	0
Date of Completion: Dec-21					
Comments: Construction nearing completion					
'20 Nick Kaneb Dr. Extension - Industrial Park Dr. to Tollgate Rd.					
-2020 approved funding (financing)	500,000	181,413	318,587	124,014	0
Date of Completion: Dec-22					
Comments: RFP for design to be issued shortly					
'21 CN Rail Property Acquisition					
-2021 approved funding (working reserves)	160,000				
-2021 approved funding (working reserves)	<u>140,000</u>				
	300,000	319,099	0	40,943	-19,099
Date of Completion: Dec-21					
Comments: Environmental work complete. Shortfall to be funded from working reserves. Legal survey underway.					
'21 Asphalt Resurfacing on Various City Streets					
-2021 grant funding (ICIP)	1,082,000				
-2021 federal gas tax	<u>2,418,000</u>				
	3,500,000	2,109,387	1,390,613	991,305	0
Date of Completion: Dec-22					
Comments: Construction underway					
'21 Active Transportation - Sidewalk					
-2021 grant funding (Resilience Funding)	240,000	211,638	28,362	17,489	0
Date of Completion: Dec-21					
Comments: Construction nearing completion					
'21 Active Transportation - Bicycle Infrastructure					
-2021 grant funding (Resilience Funding)	250,000	134,974	115,026	0	0
Date of Completion: Dec-21					
Comments: Construction nearing completion					
'20 Brookdale Ave North Reconstruction					
-2020 grant funding (MTO - Connecting Links)	1,665,000				
-2021 transfer federal gas tax from other projects (2019-211-Infrastructure & MW)	<u>185,000</u>				
	1,850,000	840,428	1,009,572	50,792	0
Date of Completion: Dec-22					
Comments: Construction underway					

**City of Cornwall
Capital Report
As of September 30, 2021**

Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'19 Bikepath Retaining Wall Structure Replacement					
-2019 approved funding (financing)	1,000,000	0	1,000,000	0	0
Date of Completion: Dec-22 Comments: Tender to be issued					
ROADS	28,531,664	18,599,884	9,929,089	13,800,665	126,997
'15-'18 Brookdale Ave / CN Overpass					
-2015 federal gas tax	169,000				
-2015 approved funding	100,000				
-2016 federal gas tax	169,000				
-2016 approved funding	100,000				
-2017 grant funding (Connecting Link)	3,000,000				
-2018 approved funding (financing - report 2018-44-PU)	1,360,000				
	4,898,000	5,062,292	0	5,486,198	-588,198
Date of Completion: May-22 Comments: Construction complete; deficiencies to be addressed; will borrow amount required					
'18 Structure Improvements - Water St Retaining Wall					
-2018 approved funding (road infrastructure reserve)	600,000				
-2020 federal gas tax (report 2020-304 Financial Services)	303,362				
	903,362	903,269	0	823,801	93
Date of Completion: Complete Comments:					
'18 Culvert Replacement - McConnell to Raisin River					
-2018 approved funding (financing)	866,000	66,585	799,415	61,001	0
Date of Completion: Dec-22 Comments: Design stage complete; construction scheduled for 2022. Postponed as a result of MTO Overpass rehabilitation at Pitt St.					
'19-'21 Small Diameter Culvert Replacement					
-2019 approved funding	75,000				
-2020 approved funding	100,000				
-2021 federal gas tax	100,000				
	275,000	247,809	27,191	240,566	0
Date of Completion: Complete Comments: Awaiting final invoice					
'18 Structure Improvements - Boundary/CN Overpass EA					
-2018 approved funding (cost sharing - Transport Canada, CN Rail,	271,500				
-2018 approved funding	28,500				
	300,000	0	300,000	0	0
Date of Completion: Dec-22 Comments: Multi-year project					
'20 Boundary Road at Grant's Corners Bridge Reconstruction					
-2020 approved funding (financing)	100,000	0	100,000	0	0
Date of Completion: Dec-21 Comments: Construction underway (work is to be done in conjunction with the United Counties)					

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Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'20 Culvert Replacement - Boals Drain at Benny Ave.					
-2020 federal gas tax	400,000				
-2020 federal gas tax (report 2021-40 financial services)	91,945				
	491,945	500,597	0	434,558	-8,652
Date of Completion: Complete					
Comments:					
'21 Culvert Replacement - Fly Creek at Marleau Ave					
-2021 federal gas tax	450,000	40,672	409,328	40,984	0
Date of Completion: Dec-22					
Comments: Multi-year project					
STRUCTURES	8,284,307	6,821,224	1,635,934	7,087,108	-596,757
'21 Traffic Signal Upgrades					
-2021 federal gas tax	300,000				
-2021 federal gas tax (report 2020-53 Financial Services)	75,197				
-2021 federal gas tax (report 2020-59 Financial Services)	12,904				
	388,101	388,101	0	37,392	0
Date of Completion: Dec-21					
Comments: Construction nearing completion					
'20 LED Streetlight Program					
-2020 approved funding					
(Financing - report 2020-322 Financial Services)	439,828	439,828	0	434,409	0
Date of Completion: Complete					
Comments: Awaiting final invoices					
'21 Pole Replacement Program					
-2021 approved funding	100,000	96,875	0	93,437	3,125
Date of Completion: Dec-21					
Comments: Construction nearing completion					
'19 Traffic Analysis - Brookdale Ave & Ninth St					
-2019 approved funding (road infrastructure reserve)	75,000	0	75,000	0	0
Date of Completion: Jun-22					
Comments: RFP being prepared; connecting link application underway					
TRAFFIC CONTROL	1,002,929	924,804	75,000	565,238	3,125
TOTAL ROADWAYS, STRUCTURES & TRAFFIC	37,818,900	26,345,912	11,640,023	21,453,011	-466,635
'16-'21 Landfill Expansion / Alternative Disposal ECA					
-2016 approved funding	80,000				
-2019 approved funding	50,000				
-2020 approved funding (waste management reserve)	100,000				
-2021 approved funding (waste management reserve)	100,000				
	330,000	56,582	273,418	56,424	0
Date of Completion: Dec-22					
Comments: Developing RFP in conjunction with SWMP					
'16-'20 Landfill Site Public Service Area					
-2016 WDO Funding	30,000				
-2018 approved funding	50,000				
-2019 approved funding	40,000				
-2020 approved funding (waste management reserve)	40,000				
	160,000	138,917	21,083	106,061	0
Date of Completion: May-22					
Comments: Scale house & MRF upgrades					

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Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'18-'20 Diversion Facilities					
-2018 approved funding	50,000				
-2020 approved funding (waste management reserve)	<u>30,000</u>				
	80,000	59,363	0	48,435	20,637
Date of Completion: Complete					
Comments: Surplus to be returned to reserves					
'18 Flare Replacement					
-2018 approved funding (financing)	1,290,000				
-2020 approved funding (financing - report 2020-228 Financial Services)	<u>207,744</u>				
	1,497,744	1,603,269	0	1,559,649	-105,525
Date of Completion: Complete					
Comments: Will borrow required amount.					
'19-'21 Leachate - Gas Collection					
-2019 approved funding	200,000				
-2019 federal gas tax	398,679				
-2019 transfer from prior years	94,358				
-2020 approved funding (waste management reserve)	40,000				
-2021 approved funding (waste management reserve)	<u>250,000</u>				
	983,037	319,517	663,520	282,633	0
Date of Completion: Dec-22					
Comments: On-going engineering work					
'19 Waste Management Diversion Review					
-2019 approved funding	10,000				
-2019 transfer from prior years	<u>160,480</u>				
	170,480	103,583	66,897	89,562	0
Date of Completion: Complete					
Comments: Awaiting final invoices					
'20 Old Landfill Flaring Facility Decommissioning					
-2020 approved funding (waste management reserve)	90,000	0	90,000	0	0
Date of Completion: Sep-22					
Comments: Planning/tender stage of decommissioning					
'21 Landfill Site Repaving Project					
-2021 approved funding (waste management reserve)	50,000	0	50,000	0	0
Date of Completion: Dec-22					
Comments: Awaiting MECP approval					
TOTAL WASTE MANAGEMENT	<u>3,361,261</u>	<u>2,281,231</u>	<u>1,164,918</u>	<u>2,142,764</u>	<u>-84,888</u>
'18 Sewer Separation (various locations)					
- 2018 approved funding	675,000	624,736	0	686,393	-11,393
Date of Completion: Dec-21					
Comments: Construction nearing completion					
'19 Sewer Network Improvements					
- 2019 provincial grant (National Disaster Mitigation Program)	275,000				
- 2019 approved funding	<u>1,005,000</u>				
	1,280,000	1,061,163	0	1,056,173	218,837
Date of Completion: Dec-21					
Comments: Construction nearing completion. Surplus to be returned to reserves.					

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Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'18 Brookdale North Sanitary Sewer Project					
- approved funding (cost sharing with benefitting property owners)	10,700,000	10,817,651	0	9,584,339	-117,651
Date of Completion: Dec-21					
Comments: Final cost to be shared with property owners					
Construction nearing completion					
'20 Sewer Network Improvements					
- 2020 approved funding	1,050,000	995,420	0	807,371	54,580
Date of Completion: Dec-21					
Comments: Construction nearing completion					
'20 Sewer Separation					
- 2020 approved funding	700,000	126,745	573,255	46,326	0
Date of Completion: Dec-22					
Comments: Construction underway					
'21 Sewer Network Improvements					
- 2021 approved funding	1,050,000	361,690	688,310	189,091	0
Date of Completion: Dec-22					
Comments: Construction underway					
'21 Sewer Separation					
- 2021 approved funding	700,000	165,638	534,362	72,212	0
Date of Completion: Dec-22					
Comments: Construction underway					
TOTAL SEWER COLLECTION PROGRAM	16,155,000	14,153,043	1,795,927	12,441,905	144,373
'14-'16 Infiltration/Inflow Reduction Project					
-2014 approved funding (financing)	200,000				
-2015 approved funding (financing)	100,000				
-2016 approved funding	200,000				
	500,000	309,849	0	309,537	190,151
Date of Completion: Complete					
Comments: Awaiting final invoice					
'16 Fennell Crescent Pumping Station Upgrade					
-2016 approved funding (financing)	900,000				
-2019 approved funding					
(financing - report 2019-202 Financial Services)	2,152,000				
	3,052,000	2,674,079	377,921	2,470,701	0
Date of Completion: Dec-21					
Comments: Construction nearing completion; deficiencies to be addressed					
'17-'18 Flood Reduction/Management					
-2017 approved funding (wastewater reserve)	200,000				
-2018 approved funding	200,000				
-2019 approved funding					
(financing - report 2019-202 Financial Services)	184,600				
	584,600	513,598	0	434,592	71,002
Date of Completion: Dec-21					
Comments: Shortfall will be funded from other projects					
TOTAL FLOOD REDUCTION MANAGEMENT	4,136,600	3,497,526	377,921	3,214,830	261,153

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Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'17 Treatment System Upgrades					
-2017 approved funding	550,000				
-2019 transfer from another project	160,000				
-2019 transfer from another project	<u>92,283</u>				
	802,283	823,622	0	644,712	-48,000
Date of Completion: Dec-21					
Comments: Project ongoing; shortfall to be funded from savings in other projects					
'18 Treatment System Upgrades					
-2018 approved funding	570,000				
-2018 approved funding (wastewater reserve)	320,000				
-2020 transfer from another project	<u>70,000</u>				
	960,000	917,139	42,861	852,837	0
Date of Completion: Dec-21					
Comments: Thickened sludge engineering & modification complete, engineering design ongoing. Awaiting final invoices					
'19 Treatment System Upgrades					
-2019 approved funding	570,000				
-2019 approved funding (wastewater reserve)	250,000				
-2019 grant funding (FCM)	57,500				
-2019 transfer to another projects	<u>-160,000</u>				
	717,500	223,592	493,908	145,519	0
Date of Completion: Dec-22					
Comments: Tender issued for energy generation, completion Dec 2020; boiler and flare on hold					
'20 Treatment System Upgrades					
-2020 approved funding	975,000				
-2020 transfer to another project	-70,000				
-2020 Waste Water Works Reserve (Report 2020-315-Financial Services)	142,128				
-2020 Waste Water Works Reserve (Report 2020-405-Infrastructure and MW)	<u>193,673</u>				
	1,240,801	567,505	673,296	572,711	0
Date of Completion: Jul-22					
Comments: Energy generation report received and project ongoing. Tender to be issued for Sludge Collection 3 & 4.					
'21 Treatment System Upgrades					
-2021 approved funding	500,000				
-2021 Wastewater Works Reserve	<u>120,000</u>				
	620,000	222,518	397,482	80,390	0
Date of Completion: May-22					
Comments: SCADA design complete, RFQ created, Phase I installation has been scheduled.					
TOTAL WASTEWATER TREATMENT	<u>4,340,584</u>	<u>2,754,376</u>	<u>1,607,547</u>	<u>2,296,169</u>	<u>-48,000</u>
'18-'21 System Growth- New Watermain					
-2018 approved funding (reserve)	550,000				
-2019 approved funding (development charges)	250,000				
-2019 approved funding	100,000				
-2020 approved funding (development charges)	550,000				
-2021 approved funding (development charges)	<u>500,000</u>				
	1,950,000	215,055	1,734,945	206,994	0
Date of Completion: Dec-22					
Comments: Multi year project; construction scheduled for 2022					

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Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'19-'20 Watermain Rehab Improvements					
-2019 approved funding	1,530,000				
-2019 approved funding (reserves)	250,000				
-2020 approved funding	<u>2,000,000</u>				
	3,780,000	3,688,289	0	3,556,952	91,711
Date of Completion: Dec-21					
Comments: Construction nearing completion. Surplus to be returned to reserves.					
'21 Watermain Rehab Improvements					
-2021 approved funding	2,200,000	1,147,734	1,052,266	1,128,893	0
Date of Completion: Dec-22					
Comments: Construction underway					
TOTAL WATER DISTRIBUTION	<u>7,930,000</u>	<u>5,051,078</u>	<u>2,787,211</u>	<u>4,892,839</u>	<u>91,711</u>
'09-'11 Water Meters/Backflow Prevention					
-2012 Capital Carry forward	466,800	146,678	320,122	140,601	0
Date of Completion: on-going					
Comments: Multi-year project					
'19-'20 Water Purification Plant Upgrades					
-2019 approved funding	700,000				
-2019 approved funding (water works reserve)	204,000				
-2019 transfer from another project	1,005,357				
-2020 approved funding	<u>225,000</u>				
	2,134,357	1,256,278	878,079	1,201,233	0
Date of Completion: Sep-22					
Comments: Water purification upgrades complete. Design stage for washrooms and change rooms underway.					
'20 Raw Water Intake Redundancy EA					
-2020 approved funding	125,000				
-2020 approved funding	77,558				
(Waterworks Reserves -report 2020-264 Financial Services)	<u>202,558</u>	202,558	0	122,600	0
Date of Completion: Mar-22					
Comments: Project nearing completion					
'20 SCADA Upgrades					
-2020 approved funding	400,000	0	400,000	0	0
Date of Completion: Sep-22					
Comments: Tender to be released shortly					
'21 Intake Screen Frazil Ice Mitigation & Isolation Device					
-2021 approved funding (Waterworks Reserve)	250,000	0	250,000	0	0
Date of Completion: Jun-22					
Comments: RFP to be released					
'21 Raw Water Intake Main Inspection/X-Ray					
-2021 approved funding (Waterworks Reserve)	150,000	0	150,000	0	0
Date of Completion: Jun-22					
Comments: Design stage					
'21 Chlorine Injection System Replacement					
-2021 approved funding (Waterworks Reserve)	150,000	0	150,000	0	0
Date of Completion: Mar-22					
Comments: Design stage					

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Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'21 Concrete Water Storage Tanks Condition Assessment					
-2021 approved funding (Waterworks Reserve)	50,000	0	50,000	0	0
Date of Completion: Jun-22 Comments: Design stage					
'21 Filter Inlet and Drain Sluice Gates Replacement					
-2021 approved funding (Waterworks Reserve)	150,000	139,522	10,478	4,079	0
Date of Completion: Mar-22 Comments: PO issued to Floval Equipment					
'21 Backwash Pump Replacement					
-2021 approved funding (Waterworks Reserve)	150,000	0	150,000	0	0
Date of Completion: Sep-22 Comments: Construction 2022					
TOTAL WATER TREATMENT	4,103,715	1,745,036	2,358,679	1,468,513	0
'20 Sydney St (Fourth to Fifth)					
-2020 approved funding	1,100,000	915,378	0	882,570	184,622
Date of Completion: Complete Comments: Awaiting final invoices					
'20 York St (Seventh to Ninth)					
-2020 approved funding (financing)	1,600,000	1,560,807	0	1,485,262	39,193
Date of Completion: Complete Comments: Awaiting final invoices					
'21 Sydney St. Reconstruction - Fifth St. to Seventh St.					
-2021 approved funding	2,050,000	1,839,983	210,017	812,923	0
Date of Completion: Dec-22 Comments: Construction underway					
'21 York St. Reconstruction - Fourth St. to Fifth St.					
-2021 approved funding (financing)	1,100,000	103,057	996,943	103,765	0
Date of Completion: Dec-22 Comments: Design stage					
TOTAL JOINT INFRASTRUCTURE PROJECTS	5,850,000	4,419,225	1,206,960	3,284,520	223,815
TOTAL WATER AND WASTEWATER	42,515,899	31,620,284	10,134,245	27,598,776	673,052
'19-'21 Purchase of Conventional Buses					
-2019 grant funding (ICIP)	908,600				
-2019 approved funding (financing)	330,500				
-2020 grant funding (ICIP)	936,000				
-2020 approved funding (financing)	340,000				
-2021 grant funding (ICIP - report 2020-293 Financial Services)	913,400				
-2021 approved funding (financing - report 2020-293 Financial Services)	332,032				
	3,760,532	3,760,532	0	3,760,532	0
Date of Completion: Complete Comments: 6 buses received; in service April 30, 2021					

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Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'19-'21 Purchase of Handi Transit Buses					
-2019 grant funding (ICIP)	154,000				
-2019 approved funding (financing)	56,000				
-2020 grant funding (ICIP)	158,000				
-2020 approved funding (financing)	58,000				
-2020 grant funding (ICIP - report 2020-262 Financial Services)	32,793				
-2020 approved funding (financing - report 2020-262 Financial Services)	11,402				
-2021 grant funding (ICIP - report 2020-262 Financial Services)	172,400				
-2021 approved funding (financing - report 2020-262 Financial Services)	<u>62,700</u>				
	705,295	705,295	0	696,585	0
Date of Completion: Complete					
Comments: 3 buses received; in service Jan 04, 2021					
'19 Passenger Counter / Web Applications					
-2019 grant funding (ICIP)	77,000				
-2019 approved funding (financing)	<u>28,000</u>				
	105,000	99,488	0	94,299	5,512
Date of Completion: Complete					
Comments: Will borrow amount required					
'20-'21 Electronic Fareboxes					
-2020 grant funding (ICIP report 2020-310 Financial Services)	567,400				
-2020 approved funding (financing - report 2020-310 Financial Services)	113,507				
-2021 grant funding (ICIP)	541,670				
-2021 approved funding (financing)	<u>108,330</u>				
	1,330,907	683,959	646,948	683,959	0
Date of Completion: Phase 1 Hardware - completed Feb 2021					
Date of Completion: Phase 2 Software - completion date May 2022. RFP issued					
'21 Bus Shelters & Bus Stop Accessibility					
-2021 grant funding (ICIP)	31,500				
-2021 approved funding (equipment and vehicle reserve)	<u>12,500</u>				
	44,000	45,118	0	24,331	-1,118
Date of Completion: Complete					
Comments: Awaiting final invoices					
'20-'21 Bus Surveillance System					
-2020 grant funding (ICIP)	24,000				
-2020 approved funding (equipment and vehicle reserve)	8,000				
-2021 grant funding (ICIP)	24,000				
-2021 approved funding (equipment and vehicle reserve)	9,000				
-2021 grant funding (ICIP) balance of project	39,508				
-2021 funding (equipment and vehicle reserve)	<u>14,367</u>				
	118,875	118,875	0	118,875	0
Date of Completion: Complete					
Comments:					
'20 Air Recovery Units					
-2020 approved funding (financing)	80,000	41,608	0	41,608	38,392
Date of Completion: Complete					
Comments: Will borrow amount required					

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Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'21 WIFI Commander Software					
-2021 grant funding (ICIP)	36,700				
-2021 approved funding (equipment and vehicle reserve)	<u>13,300</u>				
	50,000	0	50,000	0	0
Date of Completion: Aug-22					
Comments: To be submitted for ICIP III funding					
'21 Addition to Maintenance Garage					
-2021 grant funding (ICIP)	220,000				
-2021 approved funding (equipment and vehicle reserve)	<u>80,000</u>				
	300,000	0	300,000	28,493	0
Date of Completion: Dec-23					
Comments: To be submitted for ICIP III funding. Engineering firm EVB completed a Class C quote for building cost					
TOTAL TRANSIT SERVICES	<u>6,494,609</u>	<u>5,454,875</u>	<u>996,948</u>	<u>5,448,682</u>	<u>42,786</u>
'20 Municipal Works Fleet Renewal					
-2020 approved funding (financing)	738,000				
-2020 approved funding (equipment and vehicle reserve)	60,000				
-2019 approved funding (financing - report 2019-73-PU)	<u>1,088,941</u>				
	1,886,941	1,909,603	0	1,844,434	-22,662
Date of Completion: Dec-21					
Comments: Tenders awarded; awaiting delivery of					
'21 Municipal Works Fleet Renewal					
-2021 approved funding (equipment and vehicle reserve)	800,000	714,200	0	55,171	85,800
Date of Completion: Dec-22					
Comments: Tenders awarded; manufacturers delayed					
'16 -'21 Municipal Works Yard Redevelopment (financing and development charges)					
Site Servicing	425,000	1,478,542	0	1,314,776	
Yard and Noise Remediation	1,175,000	1,382,978	0	1,297,594	
Site Reconfiguration	150,000	546,676	0	609,043	
Salt Management Facility	3,625,000	4,328,046	0	4,394,739	
Rerouting of Utilities	400,000	290,662	109,338	193,295	
Generator	930,000	940,860	0	940,244	
Employee Parking Lot	230,000	230,000	0	216,095	
MW Admin and Multi Purpose Building	15,938,000	1,436,416	14,501,584	276,825	
Demolition and Site Works	<u>1,154,000</u>	<u>0</u>	<u>1,154,000</u>	<u>0</u>	
	24,027,000	10,634,180	15,764,922	9,242,611	0
Date of Completion: ongoing					
Comments: Construction underway					
'19 Woodhouse Museum Repairs					
-2019 approved funding	50,000	39,268	0	38,097	10,732
Date of Completion: Dec-21					
Comments: Window coverings installed, painting					

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Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'14-'21 Emerald Ash Borer Project					
-2014 approved funding	64,724				
-2015 approved funding (financing)	400,000				
-2015 approved funding	100,000				
-2016 approved funding (financing)	400,000				
-2016 approved funding	100,000				
-2017 approved funding (financing)	300,000				
-2017 approved funding	100,000				
-2018 approved funding (financing)	300,000				
-2019 approved funding (financing)	300,000				
-2020 approved funding (financing)	300,000				
-2021 approved funding (financing)	300,000				
	<u>2,664,724</u>	2,306,025	358,699	2,268,765	0
Date of Completion: On-going					
Comments: Multi-year project					
'18-'20 Arts and Culture Centre					
-2019 approved funding (financing)	300,000				
-2020 approved funding (grant application / financing)	5,000,000				
-2020 approved funding (community fundraising)	1,000,000				
	<u>6,300,000</u>	1,344,733	4,955,267	943,634	0
Date of Completion: Spring 2023					
Comments: In 2018 the City purchased the building for \$485k. The 2019 budget includes \$300k for the design of the Arts and Culture facility, design underway.					
TOTAL FACILITIES/EQUIPMENT	<u>35,728,665</u>	<u>16,948,009</u>	<u>21,078,888</u>	<u>14,392,712</u>	<u>73,870</u>
'21 Outdoor Pool Filter System					
-2021 approved funding	30,000	22,100	7,900	0	0
Date of Completion: Dec-21					
Comments: Equipment to be installed in November					
'18 Way Finding Signage					
-2018 approved funding	46,600				
-2020 transfer from another project	19,975				
	<u>66,575</u>	61,695	0	61,071	4,880
Date of Completion: Complete					
Comments:					
'19-'21 Bicycle Path Repairs					
-2019 federal gas tax	50,000				
-2020 federal gas tax	50,000				
-2021 federal gas tax	50,000				
	<u>150,000</u>	46,395	103,605	0	0
Date of Completion: Spring 2022					
Comments: Remaining work to be tendered					
'19 Gateway Signage and Landscaping					
-2019 approved funding (reserves)	20,000				
-2019 approved funding	18,750				
-2020 transfer from another project	17,699				
	<u>56,449</u>	53,726	0	53,274	2,723
Date of Completion: Complete					
Comments:					
'20 Playground Structure Replacement					
-2020 approved funding (parkland reserve)	30,000				
-2020 approved funding	90,000				
	<u>120,000</u>	119,798	0	121,906	-1,906
Date of Completion: Complete					
Comments:					

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Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'21 Parks and Building Repairs					
-2021 approved funding	51,000	0	51,000	0	0
Date of Completion: Dec-21 Comments: Project ongoing					
'21 Guindon Park Road Improvements					
-2021 federal gas tax	25,000	11,194	13,806	4,693	0
Date of Completion: Complete Comments: Awaiting final invoice					
'21 Subdivision Park Designs					
-2021 approved funding (parkland reserve)	100,000	0	100,000	0	0
Date of Completion: Apr-22 Comments: RFP to be issued					
'21 Lamoureux Park Washroom Upgrades					
-2021 federal gas tax	75,000	13,432	61,568	0	0
Date of Completion: Feb-22 Comments: Engineering firm hired					
'21 Lamoureux Park Lighting Upgrades					
-2021 federal gas tax	375,000				
-Canada Community Revitalization Fund	<u>345,000</u>				
	720,000	500,762	219,238	2,797	0
Date of Completion: Jun-22 Comments: Tender closed					
'21 Outdoor Park Furniture					
-2021 approved funding (resilience funding)	75,000	72,626	2,374	0	0
Date of Completion: Dec-21 Comments: Installation taking place					
TOTAL PARKS / PLAYGROUNDS	<u>1,469,024</u>	<u>901,728</u>	<u>559,491</u>	<u>243,741</u>	<u>5,697</u>
'18-'20 Justice Building HVAC					
-2018 approved funding (building reserve)	80,000				
-2018 approved funding (financing)	450,000				
-2020 approved funding (financing)	<u>1,050,000</u>				
	1,580,000	1,155,899	0	1,121,332	424,101
Date of Completion: Complete Comments: Will borrow required amount					
'18 Renovations at Various Municipal Buildings					
-2018 approved funding (building reserve)	107,000	66,233	40,767	66,227	0
Date of Completion: Complete Comments: Awaiting final invoice					
'18-'19 Renovations at Various Municipal Buildings					
-2018 approved funding	53,000				
-2019 approved funding	<u>29,000</u>				
	82,000	8,053	0	4,162	73,947
Date of Completion: Current renovations complete Comments: Awaiting final invoices					

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Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'19-'20 EMS Headquarters Roof					
- 2019 approved funding (municipal building reserve - report 2019-54-PU)	236,276				
- 2020 approved funding (municipal building reserve - report 2020-296 Financial Services)	<u>948,543</u>				
	1,184,819	1,075,746	109,073	1,160,434	0
Date of Completion: Spring 2022 Comments: Project ongoing					
'20 Renovations at Various Municipal Buildings					
-2020 approved funding	26,500	21,929	0	21,929	4,571
Date of Completion: Complete Comments:					
'21 Justice Building Emergency Standby Generator					
-2021 approved funding (municipal buildings reserve)	250,000	181,576	68,424	0	0
Date of Completion: Feb-22 Comments: Tender awarded					
'21 Justice Building Cladding					
-2021 approved funding (municipal buildings reserve)	600,000	538,448	61,552	0	0
Date of Completion: Sep-22 Comments: Tender issued					
'21 Articulating Boom Lift					
-2021 approved funding (municipal buildings reserve)	60,000	49,500	0	49,500	10,500
Date of Completion: Complete Comments: Surplus funds to be returned to reserves					
'11 Decommissioning - Si Miller (funded from reserves)	0	0	0	646,027	0
Date of Completion: Complete Comments: South section has been sold and proceeds returned to reserve					
'18 Complex Parking Lot, Ext Stairs, & Walkway Improvements					
-2018 approved funding (recreation facilities reserve)	125,000	84,757	0	80,707	40,243
Date of Completion: Complete Comments: Awaiting final invoices, surplus to be returned to reserve					
'18 Complex Main Concourse Renovations					
-2018 approved funding (recreation facilities reserve)	75,000	60,558	14,442	57,858	0
Date of Completion: Dec-21 Comments: Project nearing completion					
'19 Aquatic Centre Ventilation and UV Disinfection					
-2019 approved funding (financing)	500,000	570,778	0	476,186	-70,778
Date of Completion: Dec-21 Comments: Working on deficiencies, substantially complete					

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Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'19 Recreation Master Plan Update					
-2019 approved funding	16,200				
-2019 approved funding (development charges)	<u>43,800</u>				
	60,000	63,270	0	62,442	-3,270
Date of Completion: Complete					
Comments:					
'19-'20 Complex Spectator Seat Replacement					
-2019 approved funding (recreation facilities reserve)	55,000				
-2020 approved funding (recreation facilities reserve)	<u>250,000</u>				
	305,000	313,469	0	288,812	-8,469
Date of Completion: Dec-21					
Comments: 95% complete					
'21 Outdoor Bleacher Replacement					
-2021 approved funding (resilience funding)	40,000	37,614	0	0	2,386
Date of Completion: Complete					
Comments:					
21 Benson Centre Laser Ice Leveler					
-2021 approved funding (recreation facilities reserve)	60,000	35,100	24,900	0	0
Date of Completion: Dec-21					
Comments: Awaiting delivery					
'20 Civic Complex Compressor and Electrical Panels					
-2020 approved funding (recreation facilities reserve)	115,000	114,960	0	114,960	40
Date of Completion: Complete					
Comments:					
'20 Civic Complex Parking Lot Lighting Replacement					
-2020 federal gas tax	200,000				
-2020 transfer to another job (federal gas tax)	<u>-63,000</u>				
	137,000	111,645	0	105,878	25,355
Date of Completion: Complete					
Comments: Awaiting final invoices, surplus to be returned to Gas Tax Reserve					
'20-'21 Implementation of the Waterfront Plan					
-2020 approved funding	200,000				
-2021 approved funding	<u>15,000</u>				
	215,000	0	215,000	0	0
Date of Completion: Multi-year project					
Comments: Funding is being set aside for future projects					
'20 Outdoor Pool Basin Structural Review					
-2020 approved funding	60,000	33,239	26,761	32,664	0
Date of Completion: Complete					
Comments: Awaiting final invoices					
'20 Marina 200 Above Ground Fuel Tanks					
-2020 federal gas tax	125,000				
-2020 transfer from another project (report 2020-265 Financial Services)	<u>41,469</u>				
	166,469	167,995	0	167,275	-1,526
Date of Completion: Complete					
Comments: Shortfall to be funded from gas tax					

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Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'20 Benson Centre Outdoor Playstructure					
-2020 federal gas tax	100,000				
-2020 federal gas tax (report 2020-332-Financial Services)	50,000				
	<u>150,000</u>	148,264	0	148,264	1,736
Date of Completion: Complete					
Comments: Awaiting final invoices					
'21 Civic Complex Refrigeration Plant Condenser					
-2021 approved funding (recreation facilities reserve)	250,000	233,800	0	217,391	16,200
Date of Completion: Complete					
Comments: Surplus to be returned to reserves					
'21 Front Entrance and Patio Design					
-2021 approved funding (recreation facilities reserve)	75,000	33,525	41,475	20,715	0
Date of Completion: Dec-21					
Comments: Awaiting final report					
'21 Complex Lighting and Ceiling Replacement					
-2021 approved funding (recreation facilities reserve)	125,000	64,803	60,197	64,803	0
Date of Completion: May-22					
Comments: Office light replacement to begin shortly					
'21 Complex Arena Sound System					
-2021 approved funding (resilience funding)	80,000	101,411	0	74,070	-21,411
Date of Completion: Mar-22					
Comments: Work underway, shortfall to be funded from other projects					
'21 Benson Center Downspout Repairs					
-2021 approved funding (recreation facilities reserve)	75,000	52,434	0	8,564	22,566
Date of Completion: Dec-21					
Comments: Work nearing completion; surplus to be returned to reserves					
'21 Benson Ctr Site Works, Outdoor Furniture & Fencing					
-2021 approved funding (recreation facilities reserve)	50,000	71,168	0	13,992	-21,168
Date of Completion: Spring 2022					
Comments: Project ongoing, shortfall to be funded from reserves					
TOTAL MUNICIPAL FACILITY/EQUIPMENT UPGRADES	6,553,788	5,396,174	662,591	5,004,192	495,023
'19-'21 Fire HQ and Training Ctr					
-2019 approved funding (development charges)	331,200				
-2019 approved funding (financing)	2,568,800				
-2020 approved funding (development charges)	278,400				
-2020 approved funding (financing)	2,621,600				
-2021 approved funding (development charges)	278,400				
-2021 approved funding (financing)	<u>2,621,600</u>				
	8,700,000	2,079,853	6,620,147	1,455,060	0
Date of Completion: Dec-22					
Comments: Design stage, anticipate a Spring 2022 construction start date					

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Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'21 Pumper 3 Replacement					
-2021 approved funding (financing)	880,000	909,312	0	0	-29,312
Date of Completion: Dec-22					
Comments: Tender awarded, will borrow amount required					
'21 Radio Communication Consulting Services					
-2021 modernization funding	185,000	162,882	22,118	0	0
Date of Completion: Dec-22					
Comments: Tender awarded, will borrow amount required					
TOTAL FIRE SERVICES	9,765,000	3,152,047	6,642,265	1,455,060	-29,312
'20 Police Capital					
- 2020 approved funding	100,200	0	0	101,226	-1,026
Date of Completion: Complete					
Comments: Shortfall to be funded from operating					
'21 Police Capital					
- 2021 approved funding	175,800				
- 2021 approved funding (equipment and vehicle reserve)	20,000				
	195,800	0	0	22,799	0
Date of Completion: May-22					
Comments: Project on-going					
'21 Police Fleet					
- 2021 approved funding (equipment and vehicle reserve)	190,000	0	0	177,396	12,604
Date of Completion: Complete					
Comments: Surplus to be returned to reserves					
TOTAL POLICE SERVICES	486,000	0	0	301,421	11,578
'19-'21 Toughbook Computers					
-2019 approved funding (EMS reserve)	58,000				
-2021 approved funding (EMS reserve)	75,000				
	133,000	75,997	0	68,637	57,003
Date of Completion: Dec-21					
Comments: Waiting for hardware					
'21 Ambulance Replacement					
-2021 approved funding (EMS reserve)	800,000				
-2021 Community Paramedicine Program approval	92,075				
	892,075	891,147	0	639,183	928
Date of Completion: Mar-22					
Comments: Awaiting PRU (Paramedic Response Unit)					
'21 Power Cot Replacement					
-2021 approved funding (EMS reserve)	75,000	109,038	0	87,230	-34,038
Date of Completion: Complete					
Comments: Shortfall to be funded from EMS reserve/and operating					
'20 Paramedic Real-Time Data					
-2020 approved funding (EMS reserve)	93,500	76,885	0	61,112	16,615
Date of Completion: Complete					
Comments: Awaiting final invoice					
TOTAL CORNWALL SDG PARAMEDIC SERVICES	1,193,575	1,153,067	0	856,162	40,508

**City of Cornwall
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Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'17-'20 Flooring Replacement					
-2017 approved funding	100,000				
-2017 transfer to another project	-50,000				
-2018 approved funding	150,000				
-2019 approved funding	100,000				
-2019 transfer to another project	-16,139				
-2019 transfer to another project	-12,400				
-2020 approved funding	100,000				
	<u>371,461</u>	4,000	367,461	3,986	0
Date of Completion: Dec-22					
Comments: Finalizing seam repairs approx 40,000. of flooring in chapel, will go out for quote					
'18-'19 Building Requirements - Exterior					
-2018 approved funding	236,000				
-2019 approved funding	94,000				
	<u>330,000</u>	318,123	0	287,381	11,877
Date of Completion: Dec-21					
Comments: Projects nearing completion					
'19 Building Requirements					
-2019 approved funding	90,000				
-2019 transfer from another project	12,400				
-2019 transfer to another project	-17,000				
	<u>85,400</u>	59,512	0	58,944	25,888
Date of Completion: Complete					
Comments: Surplus will be used to fund shortfalls in other projects					
'21 Building Requirements - Elevators					
-2019 approved funding	60,000				
-2021 approved funding	85,000				
	<u>145,000</u>	141,317	3,683	70,658	0
Date of Completion: May-22					
Comments: Funds will be used to purchase transformer elevator in January 2022.					
'20 Resident Equipment					
-2020 approved funding	115,000	115,099	0	113,386	-99
Date of Completion: Completed					
Comments: Shortfall to be funded from other projects					
'20 Building Requirements - Various					
-2020 approved funding	71,500	62,918	8,582	9,170	0
Date of Completion: Jun-22					
Comments: Project ongoing					
'21 Resident Equipment					
-2021 approved funding	50,000	49,880	0	12,314	120
Date of Completion: Dec-21					
Comments: Resident lifts on order					
'21 Backup Generator					
-2021 approved funding (Financing)	650,000				
-2021 approved funding (Report 2021-98-Financial Services)	169,510				
	<u>819,510</u>	819,510	0	23,914	0
Date of Completion: Mar-22					
Comments: Project ongoing					

**City of Cornwall
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Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'21 Air Supply Units					
-2020 Transfer to/from other projects	88,010				
-2021 MoH funding (Minor Capital)	117,400				
-2021 approved funding	29,100				
-2021 Additional ICIP Funding (2020-12-1-1471478105)	380,000				
-2021 approved funding (Report 2021-95-Financial Services)	412,972				
	<u>1,027,482</u>	1,027,482	0	32,967	0
Date of Completion: Mar-22					
Comments: Project ongoing					
'21 Building Requirements - Various					
-2020 Transfer to/from other projects	31,600				
-2021 approved funding	30,000				
	<u>61,600</u>	86,996	0	22,479	-25,396
Date of Completion: Dec-21					
Comments: Shortfall to be funded from other projects					
'21 Kitchen and Laundry Equipment					
-2020 Transfer to/from other projects	25,390				
-2021 approved funding	20,000				
	<u>45,390</u>	5,127	40,263	5,127	0
Date of Completion: Dec-21					
Comments: May require purchase of fridge and/or food display					
'21 Infection Control and Minor Capital					
-2021 MoH Funding	83,000	67,639	15,361	0	0
Date of Completion:					
Comments: Remainder of funds will purchase room air filters					
TOTAL GLEN-STOR-DUN LODGE	<u>3,205,343</u>	<u>2,757,603</u>	<u>435,350</u>	<u>640,326</u>	<u>12,390</u>
'16-17 Upgrade Corporate Phone System					
-2016 approved funding (building reserve)	30,000				
-2017 approved funding (financing)	1,000,000				
	<u>1,030,000</u>	163,303	866,697	122,367	0
Date of Completion: Feb-22					
Comments: Project ongoing					
'17-'18 Accounting System Upgrade					
-2017 approved funding	130,000				
-2018 approved funding	105,043				
-2018 transfer from another project	67,745				
-2019 approved funding (working reserves)	561,000				
	<u>863,788</u>	850,606	13,182	802,879	0
Date of Completion: Jun-22					
Comments: Implementing final modules					
'18 Sharepoint & Corporate Email Replacement					
-2018 approved funding (financing)	428,000				
-2021 modernization funding	260,000				
	<u>688,000</u>	260,047	427,953	30,333	0
Date of Completion: Dec-22					
Comments: Project ongoing					
'18 Desktop Virtualization					
-2018 approved funding (financing)	340,000	0	340,000	0	0
Date of Completion: Project cancelled					
Comments:					

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Project Name	Approved Funding	Committed	Uncommitted	Expenditure To Date	Projected Variance
'20 ITT Master Plan					
-2020 approved funding (municipal modernization funding)	75,000				
-2020 COVID-19 funding	18,579				
	93,579	93,579	0	81,376	0
Date of Completion: Complete					
Comments: Awaiting final invoice					
'21 Corporate Data Storage					
-2021 federal gas tax	200,000	144,340	55,660	0	0
Date of Completion: Dec-21					
Comments: Work to be completed under 21-T23					
'21 Asset Management Planning Software					
-2021 federal gas tax	90,000	0	90,000	0	0
Date of Completion: Jul-22					
Comments: Needs Assessment					
'21 Social Housing Development					
-2021 COVID Funding	1,378,825	55,986	1,322,839	210,130	0
Date of Completion: Oct-22					
Comments: Design nearing completion					
TOTAL OTHER	4,684,192	1,567,861	3,116,331	1,247,085	0
TOTAL	153,276,256	97,578,791	56,431,050	80,783,932	774,069

2021 SUMMARY OF RESERVES

September 30, 2021

	Opening Balance	Net Transactions	Balance at Sep 30/21	Targeted Balance
<u>Operating Reserves</u>				
Working Reserves	2,865,262	89,524	2,954,786	
Tax Stabilization Reserve	300,000	0	300,000	
Winter Control Reserve	325,719	0	325,719	
Health and Safety Reserve	76,022	0	76,022	
Municipal Elections Reserve	90,000	45,000	135,000	
Renaissance Reserve	118,826	0	118,826	
Medical Recruitment Reserve	713,523	14,874	728,397	
	4,489,352	149,398	4,638,750	7,404,862
<u>Capital Reserves</u>				
Equipment and Vehicles Reserve	900,736	20,868	921,604	
Recreation Facilities Reserve	163,007	36,037	199,044	
Municipal Buildings Reserve	2,355,887	(118,828)	2,237,059	
Fire Equipment Reserve	74,321	18,738	93,059	
Land Ambulance Reserve	685,575	(347,955)	337,620	
Waste Management Capital Reserve	543,013	(9,363)	533,650	
Land Reserve	(1,979,574)	(25,971)	(2,005,545)	
Road Infrastructure Reserve	<u>(33,321)</u>	<u>159,621</u>	<u>126,300</u>	
	2,709,644	(266,853)	2,442,791	5,088,833
<u>Restricted Reserves (Municipal Funding)</u>				
Water Works Reserve	4,971,644	(194,521)	4,777,123	3,538,237
Wastewater Works Reserve	3,757,598	416,506	4,174,104	3,748,189
Building Surplus Reserve (permits)	972,791	4,880	977,671	1,366,761
CAHC Operating Reserve Fund	4,295,482	26,730	4,322,212	Not Defined
Brownfields Reserve	557,913	101,342	659,255	2,000,000
Landfill Closure and Post Closure Reserve Fund	0	100,000	100,000	17,976,873
Waterfront Development Fund	240,000	0	240,000	Not Defined
WSIB - Estimated Future Benefit Costs Reserve	2,288,654	11,483	2,300,137	7,836,600
Downtown Investment Reserve Fund	3,500,000	0	3,500,000	3,500,000
ODRP / Heart of City Reserve	(110,257)	125,945	15,688	200,000
Social Housing - Regeneration Reserve	928,137	281,854	1,209,991	Not Defined
Parking Reserve Fund	129,013	(19,159)	109,854	Not Defined
Progress Fund	<u>25,742,796</u>	<u>54,694</u>	<u>25,797,490</u>	25,000,000
	47,273,771	909,754	48,183,525	
<u>Restricted Reserves (Funded Externally)</u>				
(a targeted reserve balance is not applicable)				
Provincial Gas Tax Reserve (Transit)	69,258	(1,641)	67,617	
Federal Gas Tax Reserve (Infrastructure)	3,732,926	(861,218)	2,871,708	
Development Charges Reserve	(1,131,420)	(897,222)	(2,028,642)	
Social Housing Providers Reserve	2,441,489	(88,566)	2,352,923	
Social Housing Capital Reserve Fund	1,128,800	110,508	1,239,308	
Employment Assistance Retained Surplus Reserve	641,357	0	641,357	
Child Care ELCD Reserve	95,394	0	95,394	
Consolidated Homelessness CHPI Reserve	39,927	0	39,927	
Parkland Reserve Fund	193,261	(99,209)	94,052	
Safe Restart Funds Reserve	1,626,278	365,455	1,991,733	
Winter Games/Legacy Trust Fund	58,519	(1,888)	56,631	
Arts and Culture Trust Fund	<u>530,948</u>	<u>284,325</u>	<u>815,273</u>	
	9,426,737	(1,189,457)	8,237,281	
TOTAL RESERVES AND RESERVE FUNDS	63,899,504	(397,158)	63,502,347	

2021 DETAIL OF RESERVES
September 30, 2021

	Opening Balance	Withdrawals	Additions	Balance
OPERATING RESERVES				
Working Reserves	2,865,262			
Bridge Infrastructure Inspections		(30,000)		
Carry Forward 2020 - Indigenous Training		(30,000)		
Carry Forward 2020 - Fire Services Bunker Gear		(18,500)		
Carry Forward 2020 - EMS Ambulance Docking Stations		(9,000)		
Carry Forward 2020 - EMS ACETech Mobile Hotspot		(36,500)		
Carry Forward 2020 - EMS CADLink		(32,000)		
Carry Forward 2020 - CPS Inside Building Maintenance		(5,400)		
Carry Forward 2020 - CPS Peer Support Training		(5,000)		
Carry Forward 2020 - Planning Office Furniture		(3,300)		
Carry Forward 2020 - Parking Pay & Display Machine		(10,000)		
Carry Forward 2020 - Waste Mgmt Public Space Recycling Receptables		(10,000)		
Carry Forward 2020 - Municipal Grants Program Unused Funds		(86,554)		
Proceeds of Sale of Si Miller Land - South portion			330,000	
Repay Taxes Written Off in 2019 (Balance to repay \$1,099,263)			300,000	
Repay EORN (2020-2026)			28,367	
Repay GSDL Fire Panel Replacement (2014-2024)			18,310	
Repay Accounting Software Upgrade (2020-2027)			50,000	
Repay Pole Replacement Program			66,788	
Council ITT Requirements for 2022			5,500	
Planning Department - Plans Review		(61,704)	50,000	
Repay Beyond 21 Capital Funding			100,000	
CN Rail Property Acquisition		(319,099)		
Estimated Year-End Deficit		(202,384)		2,954,786
Tax Stabilization Reserve	300,000			300,000
Winter Control Reserve	325,719			325,719
Health and Safety Reserve	76,022			76,022
Municipal Elections Reserve	90,000			
2022 Election Contribution			45,000	135,000
Renaissance Reserve	118,826			118,826
Medical Recruitment Reserve	713,523			
Committed Funds (Medical Scholarships/Recruitment \$475,000)				
Budgeted Contribution			175,000	
Recognize 2021 Medical Scholarships		(60,000)		
Doctor Recruitment Expenses		(100,000)		
Fund Expenditures		(126)		728,397
TOTAL Operating Reserves	4,489,352	(1,019,567)	1,168,965	4,638,750
CAPITAL RESERVES				
Equipment and Vehicles Reserve	900,736			
Contributions from Sale of Surplus Equipment			95,644	
MW Contribution to Reserve			120,000	
Fire Contribution to Reserve			50,000	
Police Contribution to Reserve			210,000	
Transit Contribution to Reserve			135,000	
Capital Levy as per LTFP			522,400	
Fund MW Garage Air Compressor		(15,000)		
Fire Repeater		(25,000)		
MW Sidewalk Grinder		(22,000)		
Transit Bus Shelters and Bus Stop Accessibility		(13,618)		
Transit Bus Surveillance System		(9,000)		
Transit Wi-Fi Commander Software		(13,300)		
Transit Addition to Mtce Garage		(80,000)		
Police Fleet		(177,396)		
Police Capital		(20,000)		
MW Fleet		(736,862)		921,604

2021 DETAIL OF RESERVES
September 30, 2021

	Opening Balance	Withdrawals	Additions	Balance
Recreation Facilities Reserve	163,007			
Contribution from Recreation Facilities			342,388	
Life Cycle Costing - LTFP			300,000	
Complex Building Improvements		(25,000)		
Complex Refrigeration Plant Condenser		(233,800)		
Complex Front Entrance & Patio Design		(75,000)		
Complex Lighting & Ceiling Replacement Salon ABC		(125,000)		
Benson Centre Laser Ice Leveler		(60,000)		
Benson Centre Site Works		(71,165)		
Benson Centre Downspout Repairs		(52,434)		
Curling Club Taxes			2,424	
'18 Parking Lot and Walkway Improvements			40,243	
Complex Seating		(8,469)		
Proceeds from Sale of Surplus Equipment			1,850	199,044
Municipal Buildings Reserve	2,355,887			
Contribution from Buildings			667,232	
Contribution from Library			85,000	
Proceeds of Sale of Surplus Equipment			45	
Justice Building			162,256	
EMS HQ		(47,142)		
Justice Bldg Emergency Standby Generator		(250,000)		
Justice Bldg Cladding		(600,000)		
Articulating Boom Lift		(49,500)		
LTD HVAC for Library (2018-2026)		(86,719)		2,237,059
Fire Equipment Reserve (Fire Marque)	74,321			
Fire Marque Revenue			18,738	93,059
Land Ambulance Reserve	685,575			
Replacement Ambulances		(799,072)		
Toughbook Computers		(17,997)		
Power Cot Replacements		(109,038)		
Principal on LTD for Ambulances (2019-2022)		(99,474)		
Proceeds from Sale of Surplus Equipment			76,011	
Unspent Capital Dollars			16,615	
Transfer Amortization			585,000	337,620
Waste Management Capital Reserve	543,013			
Landfill Expansion/Alternative Disposal ECA		(100,000)		
Landfill Leachate and Gas Collection Sys Upgrades		(250,000)		
Landfill Site - Repaving Project		(50,000)		
Budgeted Contribution - Solid Waste Mgmt Capital			270,000	
Unspent Capital Dollars			20,637	
Budgeted Contribution - Waste Diversion Capital			100,000	533,650
Land Reserve	(1,979,574)			
Interest Paid on Business Park Land Purchase Loan		(15,750)		
Sale of Surplus Lands			4,238	
Legal Fees on Sale of Land		(14,459)		(2,005,545)
Road Infrastructure Reserve	(33,321)			
Asset Management Plan Update		(11,853)		
Marleau Properties Rental Surplus/(Deficit)			5,138	
Bi-Annual Structure Inspections			15,000	
Budgeted Contribution			150,000	
Deposit R.O.W.			1,336	126,300
TOTAL Capital Reserves	2,709,644	(4,264,048)	3,997,195	2,442,791

2021 DETAIL OF RESERVES
September 30, 2021

	Opening Balance	Withdrawals	Additions	Balance
RESTRICTED RESERVES (Municipal Funding)				
Water Works Reserve	4,971,644			
Budgeted Contribution			250,000	
Interest Earned			22,896	
Asset Management Plan Update		(11,853)		
Intake Screen Frazil Ice Mitigation		(250,000)		
Raw Water Intake Main Inspections		(150,000)		
Chlorine Injection System Replacement		(150,000)		
Concrete Water Storage Tanks		(50,000)		
Filter Inlet & Drain Sluice Gates		(150,000)		
Backwash Pump Replacement		(150,000)		
'19-'20 Wastewater Rehab Repairs			91,711	
Proceeds from Sale of Surplus Equipment			414	
Estimated Year-End Surplus			352,311	4,777,123
Wastewater Works Reserve	3,757,598			
Asset Management Plan Update		(11,853)		
Wastewater Treatment System Upgrades		(120,000)		
WWTP Emergency Repair		(90,982)		
'19 Sewer Network Improvements			218,837	
Interest Earned			18,006	
Estimated Year-End Surplus			402,498	4,174,104
Building Surplus Reserve (permits)	972,791			
Interest Earned			4,880	977,671
CAHC Operating Reserve Fund	4,295,482			
Interest Earned - Loan to Land Reserve			7,875	
Interest Earned			9,409	
Interest Paid on CAHC 1st Mortgage			9,446	4,322,212
Brownfields Reserve	557,913			
Fund Brownfields Programs		(593)		
Emergency Small Business Loan Forgiveness Repmnt			53,750	
Repayment of Small Business Loans - Covid-19			45,200	
Interest Earned			2,985	659,255
Landfill Closure and Post Closure Reserve Fund	0			
Post Closure Costs			100,000	100,000
Waterfront Development Fund	240,000			240,000
WSIB-Estimated Future Benefit Costs Reserve	2,288,654			
Interest Earned			11,483	2,300,137
Downtown Investment Reserve Fund	3,500,000			
Interest Earned - CAHC 2nd Mortgage Trf to HOTC Reserve			15,063	
Interest Paid on CAHC 1st Mortgage Trf to HOTC Reserve			5,225	
Record CAHC Interest transferred to HoTC		(20,288)		
Record Investment Interest earned			15,012	
Record Investment Interest transferred to HoTC		(15,012)		3,500,000
ODRP / Heart of City Reserve	(110,257)			
Capital Outlay			32,250	
Interest Earned - CAHC 2nd Mortgage Trf to HOTC Reserve			15,063	
Interest Paid on CAHC 1st Mortgage Trf to HOTC Reserve			5,225	
Tax Incentive Grant - Non-refundable			143,000	
Investment Income from Scotia Bank			15,012	
Loan Forgiveness		(38,524)		
Fund HOTC Programs		(46,081)		15,688
Social Housing - Regeneration Reserve	928,137			
AHP Rental & Supportive			43,833	
Budgeted Contribution			232,500	
Interest Earned			5,521	1,209,991

2021 DETAIL OF RESERVES
September 30, 2021

	Opening Balance	Withdrawals	Additions	Balance
Parking Reserve Fund	129,013			
Two pay and display machines		(20,000)		
Interest Earned			841	109,854
Progress Fund (Policy - 80% of Interest Earned)	25,742,796			
Benson Centre Debt Payments		(217,962)		
Interest Earned			272,656	25,797,490
TOTAL Restricted Reserves (Municipal Funding)	47,273,771	(1,493,148)	2,402,902	48,183,525

RESTRICTED RESERVES (Funded Externally)

Provincial Gas Tax Reserve (Transit)	69,258			
Gas Tax Funding			682,276	
Fund Transit Operating Expenses		(327,030)		
2014 Handi Transit Buses (LTD 2016-2023)		(49,679)		
2015/2016 Conventional Buses (LTD 2016-2031)		(78,589)		
2017 Conventional Buses (LTD 2018-2026)		(108,227)		
2018 Conventional Buses (LTD 2020-2024)		(120,392)		
Interest Earned			0	67,617
Federal Gas Tax Reserve (Infrastructure)	3,732,926			
2021 Gas Tax Allocation			2,955,155	
2021 Top Up Funding Gas Tax			2,840,874	
2018 Asphalt Resurfacing		(204,810)		
2019 Asphalt Resurfacing		(184,110)		
2020 Asphalt Resurfacing		(1,219,298)		
Bicycle Path Repairs		(100,000)		
Culvert Replacement - Boals Drain at Benny Ave		(381,998)		
Landfill Leachate & Gas Collection		(119,473)		
Active Transportation - Sidewalks		(8,164)		
Traffic Signal Upgrades		(388,101)		
Complex Parking Lot Lighting Replacement		(111,645)		
Marina 200 Above Ground Fuel Tanks		(1,526)		
Benson Centre Play Structure		(148,264)		
Corporate Data Storage		(100,000)		
Network Infrastructure		(100,000)		
Asset Management Planning Software		(90,000)		
Centretown - Water St/Montreal Rd		(30,000)		
Small Diameter Culvert Replacement		(100,000)		
Culvert Replacement - Fly Creek		(450,000)		
Asphalt Resurfacing on Various City Streets		(2,418,000)		
Bicycle Path Repairs		(50,000)		
Guindon Park Road Improvements		(25,000)		
Lamoureux Park Washroom Upgrades		(75,000)		
Lamoureux Park Lighting Upgrades		(375,000)		
Interest Earned			23,142	2,871,708
Development Charges Reserve	(1,131,420)			
City Wide Residential			675,115	
City Wide Non-Residential			83,775	
Nick Kaneb (Industrial Park to Tollgate)		(261,897)		
Fire Headquarters and Training Centre		(13,483)		
Brookdale North Sanitary Sewer Project		(1,003,933)		
New Watermain (Power Dam)		(56,745)		
Marleau Ave Project		(279,846)		
Municipal Works Yard Redevelopment		(36,105)		
Recreation Master Plan		(4,103)		
Interest			0	(2,028,642)
Social Housing Providers Reserve	2,441,489			
Revenue Loss due to Rent Freeze		(100,000)		
Interest Earned			11,434	2,352,923

2021 DETAIL OF RESERVES
September 30, 2021

	Opening Balance	Withdrawals	Additions	Balance
Social Housing Capital Reserve Fund	1,128,800			
Budgeted Capital Contribution			100,000	
Interest Earned			2,633	
Interest Earned - Loan to Land Reserve			7,875	1,239,308
Employment Assistance Retained Surplus Reserve	641,357			641,357
Child Care ELCD Reserve	95,394			95,394
Consolidated Homelessness CHPI Reserve	39,927			39,927
Parkland Reserve Fund	193,261			
Interest Earned			791	
Fund Subdivision Park Designs		(100,000)		94,052
Safe Restart Funds Reserve				
<u>City Funds</u>	684,011			
Safe Restart Phase 2			716,131	1,400,142
<u>Transit Funds</u>	68,846			
Funds Utilized		(417,122)		
Safe Restart Phase 3			659,305	311,029
<u>Social Services Relief Fund</u>	873,421			
Funds Utilized		(592,860)		280,562
Winter Games/Legacy Trust Fund	58,519			
Fund Plaques		(193)		
Legacy Awards		(2,000)		
Interest Earned			305	56,631
Arts and Culture Trust Fund	530,948			
Donations Received			281,652	
Interest Earned			2,673	815,273
TOTAL Restricted Reserves (Funded Externally)	9,426,737	(10,232,593)	9,043,136	8,237,281

City of Cornwall Progress Fund Investment Register

<u>Investment Type</u>	<u>Dealer</u>	<u>Maturity</u>	<u>Maturity Value</u>	<u>+Premium /-Discount</u>	<u>Investment Paid</u>	<u>Estimated Interest Earned Annually</u>	<u>% Yield</u>	<u>Book Value of Investments Sept 30 2021</u>
Schedule I Banks								
CIBC Investment	CIBC	11-Feb-27	\$1,230,000.00	\$0.00	\$1,230,000.00	\$24,600.00	2.00%	\$1,230,000.00
ONE Funds								
Bond Fund	ONE	on demand					1.69%	\$18,508,427.30
Notice Plan	Scotia Bank	on demand					0.95%	\$6,763,478.70
Accrued Interest								
Amount Owing to the General Account from the Progress Fund								
								(\$704,414.00)
PROGRESS FUND INVESTMENTS								\$25,797,492.00

Progress Fund

Opening Balance		25,000,000
Add:		
Interest earned 1998	467,241	
Interest earned 1999	1,403,582	
Interest earned 2000	1,372,515	
Interest earned 2001	1,645,226	
Interest earned 2002	1,422,723	
Interest earned 2003	1,594,927	
Interest earned 2004	1,097,206	
Interest earned 2005	945,362	
Interest earned 2006	935,804	
Interest earned 2007	1,124,533	
Interest earned 2008	1,346,915	
Interest earned 2009	1,065,338	
Interest earned 2010	814,611	
Interest earned 2011	818,915	
Interest earned 2012	727,852	
Interest earned 2013	657,044	
Interest earned 2014	609,527	
Interest earned 2015	568,725	
Interest earned 2016	560,649	
Interest earned 2017	546,323	
Interest earned 2018	554,594	
Interest earned 2019	601,843	
Interest earned 2020	465,931	
Interest earned 2021	<u>272,656</u>	21,620,042
Less: Current Fund Transfers		
2003 SLRIES	-500,000	
2008 Boys and Girls Club	-150,000	
2008/09 Cornwall Hospice	-500,000	
2009 Agape Centre	-200,000	
2010-2012 Hospital Commitment	-4,410,255	
2013 University Study	-40,000	
Benson Centre Debt Payment	-4,532,853	
2021 Benson Centre Debt Payment	<u>-217,962</u>	-10,551,070
Less: Capital Fund Purchases		
2000 Unfinanced Capital Outlay	-600,000	
2003 Recreation Projects	-135,902	
2003-2005 Aquatic Centre	-5,834,141	
2004 Complex Roof Repairs	-460,100	
2004 Complex HVAC	-1,373,698	
2005/2006 Complex HVAC	-824,290	
2006 Roof Replacement - Complex	-464,349	
2008 Complex Cladding	<u>-579,000</u>	-10,271,480
Balance of Progress Fund at Sept 30, 2021		<u><u>25,797,492</u></u>
Balance of Progress Fund at Sept 30, 2021		25,797,492
Principal		<u>-25,000,000</u>
Interest Earned but not spent		<u><u>797,492</u></u>

The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Corporate Services
Division: Clerk's Division
Report Number: 2021-141-Corporate Services
Prepared By: Manon Levesque, City Clerk
Meeting Date: November 8, 2021
Subject: Unfinished Business Listing for November 22, 2021

Recommendation

That Council receive the Unfinished Business Listing for November 22, 2021.

Title	Department	Date
Intersection of Vincent Massey Drive and Tollgate Road West - June 14, 2021	Infrastructure and Municipal Works	December 13, 2021
Petition for Removal of Sidewalk on Dunkirk Street - August 9, 2021	Infrastructure and Municipal Works	December 13, 2021
Urban Agriculture and Outdoor Gardening – COVID-19 - May 11, 2020 - June 22, 2020 - April 26, 2021	Planning, Development and Recreation	Zoning By-law
Request for Climate Emergency Declaration - November 8, 2021	Infrastructure and Municipal Works	TBD
Residential Rental Licensing Public Consultation Results - November 13, 2018 - June 8, 2020 - October 13, 2020 - April 26, 2021 - November 8, 2021	Fire Services, Social Services and Planning, Development and Recreation	TBD

Newspaper Digitization Project - November 9, 2020	CAO	TBD
Domtar Properties - February 22, 2021	CAO	TBD
CIL Property - February 22, 2021	CAO	TBD
Social Media Policy - March 22, 2021	Council Working Group	TBD
Remediation of Gas Stations Upon Closing - April 12, 2021	Infrastructure and Municipal Works and Planning, Development and Recreation	TBD
Grading By-law - April 26, 2021	Planning, Development and Recreation	TBD
Use of Surveillance Cameras on Private Property - May 10, 2021	Planning, Development and Recreation	TBD
Aultsville Theatre - September 13, 2021	CAO	TBD

Document Title:	Unfinished Business Listing for November 22, 2021 - 2021-141-Corporate Services.docx
Attachments:	
Final Approval Date:	Nov 18, 2021

This report and all of its attachments were approved and signed as outlined below:

No Signature - Task assigned to Geoffrey Clarke was completed by workflow administrator Manon L. Levesque

Geoffrey Clarke - Nov 18, 2021 - 11:18 AM

Maureen Adams - Nov 18, 2021 - 11:23 AM

The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Financial Services
Division: Finance
Report Number: 2021-102-Financial Services
Prepared By: Tracey Bailey, General Manager, Financial Services
Meeting Date: November 22, 2021
Subject: 2021 Annual Report for the Municipal Grants Program

Purpose

The purpose of this report is to provide Council with information on the status/activity of the 2021 Municipal Grants Program.

Recommendation

- a. That Council receive Report 2021-102-Financial Services as the 2021 Annual Report for the Municipal Grants Program.
- b. That Council approve the recommended changes to the Municipal Grants Policy FI-2020-01-27-4 attached as Appendix A.
- c. That Council approve the recommended changes to the Municipal Grants Program Guidelines attached as Appendix B.

Financial Implications

Grants are intended to provide modest levels of support and assistance to community non-profit organizations. Support is provided each year from the City's operating budget to qualifying organizations through an annual application process. Unused funds in the Municipal Grants Program at the end of each year will be carried over to the next year. The combined total of carryover of funds and current year funding that will be available in any year will not exceed \$200,000.

The 2021 application period was open from Thursday, October 1, 2020 to Friday, October 30, 2020.

- 14 applications were received requesting \$198,100 of funding (both financial grants and services in-kind grants)
- 8 applications were approved, totaling \$117,100
 - 6 applications through Program 1 (\$57,100)
 - 2 applications through Program 2 (\$60,000)

At its meeting of June 28, 2021, Council approved the reopening of the application period (Intake 2) for the Municipal Grants Program 1 - Financial and In-Kind Assistance. Intake 2 was open for the period Thursday, July 1, 2021 through Saturday, July 10, 2021.

- 6 applications were received requesting \$49,524 of funding (both financial grants and services in-kind)
- 4 applications were approved totaling \$35,680

Due to COVID-19, some events that were to occur in 2021 were cancelled or modified. The total amount of funding and in-kind services allocated at November 3, 2021 was \$123,446 (\$90,000 through Intake 1 and \$33,446 through Intake 2).

Strategic Priority Implications

The Municipal Grants Program aligns with the City's Strategic Plan's mission of providing services that enable a financially sustainable community which will care and provide for the needs and the values of its residents. The Program assists the City in achieving its vision of a welcoming and healthy community.

Background / Discussion

In 2020, Council endorsed Policy FI-2020-01-27-4 Municipal Grants Program Policy to recognize the valued contributions being provided through the volunteer efforts of community organizations and agencies for the citizens of Cornwall. The Policy identified the need for a Grants Review Committee to examine and award grants based on the eligibility criteria and available funds.

The Grants Review Committee members were appointed by Council in February 2020.

Grants Review Committee

Five (5) voting members:

- Councillor Todd Bennett, Chair
- Councillor Dean Hollingsworth
- Councillor Syd Gardiner
- Lorne Taillon, Supervisor, Recreation and Programming
- Tracey Bailey, General Manager, Financial Services

Resource Staff (non-voting):

- Diane Brown, Recording Secretary
- Justin Cordell, Accounting and Budget Coordinator

Municipal Grants Programs

There are two (2) types of Municipal Grants Programs:

- Program 1 – Financial and In-Kind Assistance: provides eligible financial grants and in-kind contributions to support specific initiatives that promote inclusiveness and a broad community benefit through improving the well-being of the community and the quality of life for its residents.
- Program 2 – Multi-Government Funding Support provides assistance to organizations in obtaining defined federal and/or provincial government grants when these government bodies require that the municipality participate in funding the initiative.

Committee Meetings

The Committee met on October 20, 2020 to review the Policy and Program Guidelines and again on November 10, 2020 to obtain their 2021 Applications' Binder. The Committee met and reviewed the 2021 applications in accordance with the Municipal Grants Program Policy and Guidelines on the following dates:

- December 1, 2020
- December 8, 2020
- February 16, 2021
- March 16, 2021
- July 16, 2021 (Intake 2)

Annual Report

Annually, the Committee is to report to Council and the Public its activity during the current year. The Annual Report is to identify the applicants who received funding in that year, the use of funds, and the benefit to the community.

The Committee met on November 9, 2021 to complete the 2021 Annual Report as presented herein. A summary of the 2021 applications received and the funding provided through the Municipal Grants Program is included as Appendix C – 2021 Grant Applicants.

In addition, the Committee is also recommending changes to the Municipal Grants Policy (Appendix A) and the Municipal Grants Program Guidelines (Appendix B) which has been red-lined to reflect the proposed changes to the existing Policy and Guidelines. Subject to Council approval, Policy FI-2020-01-27-4 Municipal Grants Program Policy and the Municipal Grants Program Guidelines will be updated to include these changes.

2022 Application Process

The Municipal Grants Program application period opened on Friday, October 1, 2021 and closed on Friday, October 29, 2021.

Advertisements and program promotion included the following:

- City Hall Bulletin in the Standard-Freeholder:
(October 1 and October 16)

“Apply for Municipal Grants
The City's Municipal Grants Program is now accepting applications! Visit www.Cornwall.ca/grants to apply by October 29. The application period is only once per year. Up to \$10,000 in financial or in-kind assistance is available per year per organization. The maximum amount for multi-government funding support is \$30,000.”
- Snippets in the Seaway News:
(September 29 and October 27)

“Municipal Grants
Apply before October 29 for grants from the City of Cornwall. www.Cornwall.ca/grants.”

- The City's Public Information Coordinator also included regular announcements through social media (Facebook: October 1 and October 27, Twitter: October 1 and October 25, and Instagram: October 14), and
- Radio Ads on 104.5 (once a week from October 1 to October 22):
"Your information update is brought to you by the City of Cornwall. The Municipal Grants Program is now open for applications. Visit www.Cornwall.ca/grants to apply by October 29th."

Document Title:	2021 Annual Report on the Municipal Grants Program - 2021-102-Financial Services.docx
Attachments:	<ul style="list-style-type: none"> - Municipal Grants Program Policy (Appendix A).pdf - Municipal Grants Program Guidelines (Appendix B).pdf - 2021 Grant Applicants (Appendix C).pdf
Final Approval Date:	Nov 16, 2021

This report and all of its attachments were approved and signed as outlined below:

Tracey Bailey - Nov 16, 2021 - 5:54 PM

Maureen Adams - Nov 16, 2021 - 7:38 PM

Municipal Grants Program Policy

Department: Financial Services
Policy Number: FI-2020-01-27-4
Effective Date: January 27, 2020
Amended Date: ~~November 23, 2020~~ November 22, 2021
Council Approval: ~~November 23, 2020~~ November 22, 2021

Policy Statement

The Corporation of the City of Cornwall recognizes the valuable contributions made by community organizations and volunteer groups to improve the well-being of the community and the quality of life for its residents. In recognition of these contributions, the Municipality is committed to providing modest assistance to such organizations through its Municipal Grants Program. Support is provided each year from the Municipality's operating budget to qualifying organizations through an annual application process.

Relationship to the City of Cornwall's Strategic Plan

The Municipal Grants Program aligns with the City's Strategic Plan's mission of providing services that enable a financially sustainable community which will care and provide for the needs and the values of its residents. The program assists the City in achieving its vision of a welcoming and healthy community.

Purpose

The purpose of the Municipal Grants Program is to ensure that funds are allocated in a fair and transparent manner to community-based organizations. This Policy identifies the funding available, establishes eligibility requirements, and outlines application and monitoring requirements.

Program Intent

Every year the Municipality receives more grant requests than it can fund. The objective of this Policy is to treat all organizations fairly and consistently. The aim of the Municipal Grants Program is to share available resources throughout the municipality. Grants are intended to provide modest levels of support and assistance to community non-profit organizations.

Types of Grants

The different types of grants awarded through the Municipal Grants Program Policy are identified as follows:

Program 1 – Financial and In-Kind Assistance: provides eligible financial grants and in-kind contribution grants to support specific initiatives that promote inclusiveness and a broad community benefit through improving the well-being of the community and the quality of life for its residents.

Program 2 – Multi-Government Funding Support: provides a required municipal contribution to access funding from the federal and/or provincial government(s).

Definitions

Annual Report is the annual report submitted by the Municipal Grants Review Committee to Council.

Application Process is the application-based process managed and reviewed by the Municipal Grants Review Committee to determine and approve grant funding to organizations.

Council shall mean the Council of the Corporation of the City of Cornwall.

Criteria are used to evaluate grant applications based on how the organization's initiative will benefit the community (scale, inclusivity, direct and indirect benefits), soundness of business plan (including resources, own funds, and fundraising), the importance of the City's contribution, and how the success of the initiative will be determined.

Established Organization is an organization that has existed in the community for more than 3 years.

Emerging Organization is an organization that has existed in the community for 3 years or less.

Financial Assistance is a grant that provides funding to an organization.

Grant Application is the application form required to be completed and submitted prior to consideration of any grant funding.

Initiative means any public undertaking of a project, program, and/or event carried out by an organization.

In-Kind Assistance is a grant for the provision of municipal property/facilities, materials or resources to an organization. While cash funds are not provided in relation to in-kind grants, it is recognized that such grants will involve either an expense or foregone revenue for the municipality. In-kind grants will include the estimated value of the initiative.

Letter of Agreement shall mean a document, signed by both the organization and the City of Cornwall, that outlines the terms and conditions and reporting required to receive funding.

Letter of Award shall mean a written confirmation of an award to an applicant.

Methods of Communication are methods used by the City to communicate to the public, including but not limited to: the City's website, social media, newspaper and press releases.

Municipal Grants Review Committee (hereinafter called the "Committee") is an independent committee of Council, operating and appointed in accordance with its Council approved Terms of Reference, and delegated authority to review and approve grants in accordance with this Policy.

Organization is a non-profit community group/organization that provides products or services to improve or benefit the community. Non-profit organizations are usually concerned with generating enough revenue to provide support to their community. Non-profit organizations reinvest any money earned back into its own operation to grow the organization and further support its mission.

Responsibilities

The Financial Services Department will inform the community of grant opportunities through updates to the City's website. The Financial Services Department will receive the applications.

Late or incomplete applications may not be forwarded to the Committee for consideration.

The Committee will evaluate applications and approve grants based on the grant criteria outlined in the Municipal Grants Program Guidelines and the available funds. All decisions of the Committee, or Council where applicable, will be final. The Committee shall submit an annual report to Council.

Eligible Grant Recipients and Program Principles

Applicants must be non-profit community groups and organizations whose primary focus is within the City of Cornwall.

An organization can only submit one application per year, whether it be for Program 1 or Program 2.

Municipal Grants are intended to be supplementary to an organization's main source(s) of revenue. The grant shall not be considered as the primary source of funding for the organization. The organization must show exploration of other financial and in-kind support (i.e.: fundraising and volunteer support).

All funding shall be for future initiatives. Retroactive funding will not be considered.

Evidence of service need or uniqueness of service provided (responsiveness to community) must be outlined.

Equity and accessibility to participants must be demonstrated.

Guaranteed funding is only for the ~~fiscal~~ **funding calendar** year in which the organization has applied. It is not to be regarded as a commitment by the Municipality to continue such assistance in future years.

Repeat Municipal Grants will only be available to organizations who have complied with the reporting requirements of any previous grants.

Funding requests may be reduced in value at the discretion of the Committee to support a wider range of initiatives.

Grants may be awarded with certain terms and conditions. The Letter of Award will state if any particular restrictions apply to the grant.

Grant applicants determined to be ineligible for funding or denied funding in any given year shall be notified in writing.

The Committee is not obligated to allocate funds to any organization regardless of the fact that they satisfy the eligibility criteria and meet all of the objectives of this Policy.

Exclusions

Individuals, businesses, publicly-funded institutions (i.e.: schools, hospitals, etc.) are not eligible to apply through the Municipal Grants Program.

Organizations that may be located within the City of Cornwall, but are more regionally oriented, or that represent or service a special interest group shall not be considered under the Municipal Grants Program unless the organization receives funding from regional or other municipal government(s) that would also benefit from the organization's initiative(s).

Consideration will not be given to requests for grants from recreational sports groups, nor will funds be used to sponsor an individual athlete or team for a competition, or to subsidize participation in a sports event.

Applications

The Municipal Grants Program supports innovative initiatives that provide direct and indirect benefit to Cornwall residents. The fund does not focus on providing funding for operating expenses of an organization.

Organizations seeking financial assistance must submit an application to the City of Cornwall as outlined in the Municipal Grants Program Guidelines.

It is the responsibility of the organization to submit a complete application with clear and sufficient information. Incomplete or unclear applications may be denied.

The Committee may, in its sole discretion, schedule a meeting with an organization to discuss matters related to the submitted application.

Submission of an application does not guarantee the organization will be awarded all or part of the grant requested.

The grant application process and evaluating criteria shall be followed in accordance with the Municipal Grants Program Guidelines.

Application Period

The application period will open annually on October 1, and close the last Friday in October. All applications will be date stamped and numbered when received.

Applicants will receive a notification that their application has been received. If the application is complete, it will be forwarded to the Committee for evaluation.

The determination of the grant awards will be completed by the end of December.

The allocation of Municipal Grants will occur in the following year after the annual budget is approved.

Financial Considerations

Unless otherwise approved by Council no grant funding will be paid until such time as the annual budget has been approved.

Organizations with outstanding balances or owing the City of Cornwall will not be eligible for grants.

A financial surplus or reserve held by any organization and not designated for a specific purpose may disqualify an organization from receiving a municipal grant.

Any municipal grant funding that has not been spent, in the year that it is received, shall be returned to the municipality.

Reporting

All organizations receiving funding from the Municipality shall provide a written report as outlined in the Municipal Grants Fund Program Guidelines.

NOTE: Any organization that does not submit a report will not be considered for funding in the future.

Annual Report to Council and the Public

The Annual Report submitted by the Committee to Council will identify: the applicants who received funding in that year, the use of the funds, and the benefit to the community from the grants. It will also identify any recommendations for changes in the Municipal Grants Program (Policy and/or Guidelines) that Council may consider. Any changes would require Council approval.

The Annual Report will be published on the City's website each year.

Unused amounts in the Municipal Grants Program at the end of each year will be carried over to the next year. The combined total of carryover of funds and current year funding that will be available in any year will not exceed \$200,000.00.

Program 1: Financial and In-Kind Assistance

Purpose

Program 1 is intended to provide modest levels of financial support and assistance to community non-profit organizations whose primary focus is within the City of Cornwall.

Program Funding and Eligibility

Municipal Grants Program 1 provides an opportunity for organizations to receive funding and/or in-kind contributions for initiatives benefiting the Cornwall community.

Organizations seeking funding must submit an application as outlined in the Municipal Grants Program Guidelines – Program 1 Financial and In-Kind Assistance.

The grant application process and evaluating criteria shall be followed in accordance with the Municipal Grants Program Guidelines – Program 1 Financial and In-Kind Assistance.

Only one application per organization can be submitted per year.

Organizations cannot submit an application for an initiative that has been reviewed and denied twice.

Applicants can have no more than 20% 30% of the expenditures for administration costs. The maximum amount available to any one eligible organization in any one year is \$10,000.00, as determined by the Committee.

It is important to note that if an organization is also requesting an in-kind contribution, the total combined benefit to any organization in one year is \$10,000.00. Therefore, an organization that receives the full \$10,000.00 through the financial grant process will be ineligible for any in-kind contributions during the funding year.

The organization, within the ~~current fiscal~~ funding calendar year, must spend the grant funding on the sole purpose for which it was approved.

Repeat grant applications must show how their initiative differs from their previous application(s) and applications illustrating new initiatives may be prioritized over returning applications.

If an organization has received grant funds for three consecutive years, they must wait two years before applying for a grant through this program.

Program 2: Multi-Government Funding Support

Purpose

Program 2 has been established to provide financial support to community non-profit organizations that require a municipal contribution (in cash, in-kind, or a combination of both) in order to receive federal and/or provincial government grant(s).

Program Funding and Eligibility

Municipal Grants Program 2 provides assistance to organizations in obtaining defined federal and/or provincial government grants when these government bodies require that the municipality participate in funding the initiative.

Organizations seeking a municipal contribution must submit an application as outlined in the Municipal Grants Program Guidelines – Program 2 Multi-Government Funding Support.

The grant application process and evaluating criteria shall be followed in accordance with the Municipal Grants Program Guidelines – Program 2 Multi-Government Funding Support.

Only one application per organization can be submitted per year.

Organizations cannot submit an application for an initiative that has been reviewed and denied twice.

Applicants can have no more than 30% of the expenditures for administration costs.

The maximum amount available to any one eligible organization in any one year is \$30,000.00, as determined by the Committee. If an organization is requesting more than \$30,000.00, the Committee will review the application and through the Financial Services Department, may bring a report to Council for consideration. Council has the discretion to increase this maximum for an extraordinary, one of a kind initiative need or circumstance which may be considered and only if the annual budget allows.

Grant funding to any one organization in any one ~~calendar~~ year will be capped at a maximum cash value of 20% of the total government funding, including those approved by Council **as stipulated in the program funding guidelines set by the Federal and/or Provincial Government.**

The organization, within the ~~current fiscal~~ **funding calendar** year, must spend the grant funding on the sole purpose for which it was approved.

Funding in any one year or over several years is not to be interpreted as a commitment to future year's funding.

X _____
~~Bernadette Clement~~ **Glen Grant**
Mayor

X _____
Maureen Adams
Chief Administrative Officer

Municipal Grants Program Guidelines

Purpose

To outline the eligibility criteria, as determined by Council, for grant funding opportunities through the Municipal Grants Program Policy and to define the process for accepting applications.

Scope

This guideline applies to all organizations seeking funding through the Municipal Grants Program.

Definitions

Terms not otherwise defined in this Program Guideline have the meanings given in the City's Municipal Grants Program Policy.

Communication

The City will promote the Municipal Grants Program and the application process through various communication methods, including the City's website, social media, print materials, and other communication methods as appropriate. Timelines for application would be communicated and published on the City's website.

Accountability

Prior to the disbursement of any municipal funds, all grantees must sign a Letter of Agreement on the approved form, which specifies the terms and conditions of the grant.

Organizations awarded a grant will be held accountable for the expenditure of the funds in accordance with the stated objectives/plans. Grants in future years will be reviewed based on past demonstrated fiscal responsibility of the applicants.

Funds granted under this program must be used for the specific purposes outlined in the application. They are not transferable between initiatives or groups without prior Committee approval.

Any unspent funds at the end of the initiative must be returned to the City of Cornwall.

By the last Friday in October in the year the grant is received, a Final Report must be completed and submitted to Financial Services in order to qualify for future funding; OR if the funded initiative was not completed by this deadline the organization must submit

an Interim Report which shall include the requested date of extension and reason for extension of the Final Report filing.

The Final Report form is available on the City's website.

Failure to submit the report, and/or meet any of the grant conditions outlined above will result in the organization being ineligible to apply for funding in future years or any approved funds may be withheld until such time the above conditions are met.

Program 1: Financial and In-Kind Assistance

Municipal Grants Program 1 provides financial and in-kind assistance contribution grants to eligible non-profit organizations to support their initiatives.

Application Process

- a) The application and submission date shall be available on the City's website.
- b) The application is required to be completed and submitted to the City's Financial Services Department.
- c) The Committee shall meet in accordance with the Municipal Grants Review Committee Terms of Reference.
- d) Grant applications submitted will be evaluated and approved by the Committee for eligibility based on the criteria noted below and available funds.
- e) All decisions of the Committee are final.
- f) Applicants will be notified of the decision.
- g) Applicants recommended for funding will be forwarded to the Financial Services Department for payment.

Grant Application and Criteria

Applications will be completed and submitted electronically. The electronic version of the application has been designed to ensure all required information is submitted.

- a) The application period will open annually on October 1 and close the last Friday in October. No exceptions will be made. The application will no longer be accessible after that time.
- b) The application form outlines the documents that are to accompany the application.
- c) An organization can only submit one application per year, whether it be for Program 1 or Program 2.

- d) Organizations cannot submit an application for an initiative that has been reviewed and denied twice.
- e) Applicants can have no more than ~~20%~~ 30% of the expenditures for administration costs.
- f) The maximum amount available to any one eligible organization in any one year is \$10,000.00, as determined by the Committee.
- g) It is important to note that if an organization is also requesting an in-kind contribution, the total combined benefit to any organization in one year is \$10,000.00. Therefore, an organization that receives the full \$10,000.00 through the financial grant process will be ineligible for any in-kind contributions during the funding year.
- h) The Committee may or may not fund to the limit of the maximum grant amount at its discretion.
- i) The organization, within the ~~current fiscal~~ funding calendar year, must spend the grant funding on the sole purpose for which it was approved.
- j) Repeat grant applications must show how their initiative differs from their previous application(s) and applications illustrating new initiatives may be prioritized over returning applications.
- k) If an organization has received grant funds for three consecutive years, they must wait two years before applying for a grant through this program.
- l) Funding in any one year is not to be interpreted as a commitment to future years' funding.

Program 2: Multi-Government Funding Support

Municipal Grants Program 2 provides assistance to organizations in obtaining defined federal and/or provincial government grants when these government bodies require that the municipality participate in funding the initiative.

Application Process

- a) The application and submission date shall be available on the City's website.
- b) The application is required to be completed and submitted to the City's Financial Services Department.
- c) The Committee shall meet in accordance with the Municipal Grants Review Committee Terms of Reference.
- d) Grant applications submitted will be evaluated and approved by the Committee for eligibility based on the criteria noted below and available

funds. If required, a recommendation made to Council for final approval.

- e) All decisions of the Committee (Council, if required) are final.
- f) Applicants will be notified of the decision.
- g) Applicants recommended for funding will be forwarded to the Financial Services Department for payment.

Grant Application and Criteria

Applications will be completed and submitted electronically. The electronic version of the application has been designed to ensure all required information is submitted.

- a) The application period will open annually on October 1, and close the last Friday in October. No exceptions will be made. The application will no longer be accessible after that time.
- b) The application form outlines the documents that are to accompany the application.
- c) An organization can only submit one application per year, whether it be for Program 1 or Program 2.
- d) Organizations cannot submit an application for an initiative that has been reviewed and denied twice.
- e) Applicants can have no more than 30% of the expenditures for administration costs.
- f) The maximum amount available to any one eligible organization in any one **calendar** year is \$30,000.00, as determined by the Committee. If an organization is requesting more than \$30,000.00, the Committee will review the application and through the Financial Services Department, may bring a report to Council for consideration. Council has the discretion to increase this maximum for an extraordinary, one-time project need or circumstance which may be considered and only if the annual budget allows.
- g) Grant funding to any one organization in any one **calendar** year will be ~~capped at a maximum cash value of 20% of the total government funding, including those approved by Council~~ **as stipulated in the program funding guidelines set by the Federal and/or Provincial Government.**
- h) The Committee may or may not fund to the limit of the maximum grant amount at its discretion.
- i) The organization, within the ~~current fiscal~~ **funding calendar** year, must spend the grant funding on the sole purpose for which it was approved.
- j) Funding in any one year or over several years is not to be interpreted as a

commitment to future years' funding.

Evaluation Criteria (Programs 1 and 2)

Grants shall be evaluated using the following criteria:

First Stage Assessment

Are all eligibility criteria outlined in the Application Checklist provided?

Does the financial information provided indicate that the organization is financially stable?

Has the application indicated if the organization has received funding from the Municipal Grants program in the past? If so, have they listed the amount(s) received in the past three years?

Repeat grant applications must show how their initiative differs from their previous application(s) and applications illustrating new initiatives may be prioritized over returning applications. Is this a repeat application?

Has the application outlined funding from other sources of funding?

~~If applicable, has the application outlined funding from regional or other municipal government(s)?~~

~~If applicable, has the application outlined funding from provincial and/or federal government(s)?~~

Second Stage Assessment

The following scores will be used to assess how each criterion has been met:

~~0-Not met~~ — ~~1-Barely met~~ — ~~2-Partially met~~ — ~~3-Fully met~~

0 Points (0%) - Response is unacceptable

1 Point (20%) - Response is unsatisfactory

2 Points (40%) - Response is weak or poor

3 Points (60%) - Response meets minimum expectations

4 Points (80%) - Response exceeds expectations

5 Points (100%) - Response significantly exceeds expectations

Evidence of Need

1. Has evidence of need been demonstrated and is it clear how the initiative will address the need identified?
2. Is it clear how the initiative will support and provide direct and indirect benefit(s) to Cornwall residents?

Targets and Outcomes

3. Has clear targets and outcomes been stated? Has the organization provided clear measurements for targets and outcomes?
- ~~3. Have clear outcomes been stated?~~
- ~~4. Have clear targets been stated?~~
- ~~5. Is it clear what evidence will be available to show that the initiative has achieved its outcomes?~~

Access to the Initiative

6. 4. Is it clear **who** how the intended beneficiaries will have access **are and how they will be communicated with?**
7. 5. Is it clear how many and how the initiative will involve volunteers?

Cost of the Initiative / Financial Information

8. 6. Has the applicant provided clear and reasonable costs that match the proposed initiative?
- ~~9. Has the applicant provided clear plans for funding any balances?~~
- ~~10. Has the applicant provided clear plans for sustaining or exiting the initiative at the end of the funding period?~~

New or Repeat Initiative

~~Repeat grant applications must show how their initiative differs from their previous application(s) and applications illustrating new initiatives may be prioritized over returning applications.~~

Is this a New or Repeat Application? _____

Additional information

Is there any other information you would like to include that is relevant to your application? Any relevant information provided can be used to adjust scores awarded in any of the sections above.

Total Score _____ (Maximum Score 30)

Applications must achieve a minimum score of 70% (21 of 30). Applications that do not meet the minimum score may be rejected.

The application should be thoroughly reviewed for completeness prior to submission to ensure that it contains all the information required.

Applications are evaluated based on their relative merit, and funding in one year does not guarantee funding for an initiative in the following year.

Appendices

Appendix 1: Application Form – Program 1

Appendix 2: Letter of Agreement – Program 1

Appendix 3: Final Report – Program 1

Appendix 4: Application Form – Program 2

Appendix 5: Letter of Agreement – Program 2

Appendix 6: Final Report – Program 2

2021 Grant Applicants

APPENDIX C

Program 1: Financial and In-Kind Assistance

Organization		Request			Approved			2021 Expenditure		
		In-Kind	Financial	Total	In-Kind	Financial	Total	In-Kind	Financial	Total
PROGRAM 1 - INTAKE 1										
Use:	The Hub for Beyond 21 Foundation Cornwall Food Fest/Cornwall Truck Tow to be held on August 21, 2021.	\$7,100		\$7,100	\$7,100		\$7,100	\$0		\$0
Benefit:	Beyond 21 helps its participants and the community gain inclusion of developmentally delayed adults in the community.									
Note:	Event cancelled									
Use:	Cornwall Triathlon In-kind service request for roads, transit, parks & recreation for event setup, event day help and event tear down by various departments and staff (August 21 and 22, 2021).	\$10,000		\$10,000	\$10,000		\$10,000	\$0		\$0
Benefit:	In addition to the economic generation of the event, it also promotes the City of Cornwall in advertising on various media.									
Note:	Event cancelled									
Use:	Encore Seniors For the purpose of preparing a Financial Audit, as well as assistance to run a COVID Recovery Program.		\$10,000	\$10,000		\$10,000	\$10,000		\$10,000	\$10,000
Benefit:	Financial Audit will enable Encore to apply for Prov and Fed funding opportunities. COVID Recovery program will focus on assisting seniors on dealing with social isolation.									

Organization		Request			Approved			2021 Expenditure		
		In-Kind	Financial	Total	In-Kind	Financial	Total	In-Kind	Financial	Total
PROGRAM 1 - INTAKE 1										
Use: The monetary grant from the City is used to assist with the cost of renting and stocking portable washrooms and hand washing stations, as well as a portion of the insurance fees. The in-kind component relates to site maintenance and security, and includes use of picnic tables and garbage cans, installing and removing docks and provision of life guards and fireboat. Benefit: Funding from the City of Cornwall shows support for initiatives to utilize the waterfront in unique and exciting ways. Note: Event cancelled	Cornwall Waterfest Dragon Boat Race	\$6,900	\$3,100	\$10,000	\$6,900	\$3,100	\$10,000	\$0	\$0	\$0
	Your Arts Council, Cornwall & the Counties (YAC)		\$10,000	\$10,000		\$10,000	\$10,000		\$10,000	\$10,000
	Coalition for Unity, Respect, Equality and Equity for All (CUREA)		\$10,000	\$10,000		\$10,000	\$10,000		\$10,000	\$10,000

Organization		Request			Approved			2021 Expenditure		
		In-Kind	Financial	Total	In-Kind	Financial	Total	In-Kind	Financial	Total
PROGRAM 1 - INTAKE 2										
	Optimist Club	\$10,000		\$10,000	\$10,000		\$10,000	\$8,342		\$8,342
Use:	Tables, chairs, waste disposal, ESSA, electrician, fence rental, staffing for set-up, tear down and park cleaning for Ribfest (July 22-25) and Optimist Trunk or Treat (Oct 31).									
Benefit:	In-kind service funding will allow the club to raise funds to assist youth in our community.									
	Diversity Cornwall		\$10,000	\$10,000		\$10,000	\$10,000		\$10,000	\$10,000
Use:	To increase the availability of gender affirming services, and to offer programs and services including Pride Festival, Picnic at Grey's Creek, 2SLGBTQ+ swim, etc., as well as monthly youth peer support groups at the Youth Wellness Hub.									
Benefit:	Funding would assist in allowing the group to remain sustainable by continuing to offer existing programs and services, and expand the gender affirming program.									
	AFIF Cornwall-SDG		\$5,680	\$5,680		\$5,680	\$5,680		\$5,680	\$5,680
Use:	To support their Meli Melo des Mots Contest in November during National Francophone Immigration Week.									
Benefit:	The aim is to promote the French language, of reuniting diversity and of contributing to the development of the immigrant community.									

Organization		Request			Approved			2021 Expenditure		
		In-Kind	Financial	Total	In-Kind	Financial	Total	In-Kind	Financial	Total
PROGRAM 1 - INTAKE 2										
Use:	Habitat for Humanity Cornwall & The Counties To assist with the launch of their new ReMove Project: an estate and household content removal services (\$8,000), as well as in-kind assistance from the Landfill Site's household hazardous waste disposal (\$,2000).	\$2,000	\$8,000	\$10,000	\$2,000	\$8,000	\$10,000	\$1,424	\$8,000	\$9,424
Benefit:	The ReMove Project will offer alternative estate and household content removal, and the funds generated will financially support the community through Habitat Cornwall programming.									

Program 2: Multi-Government Funding Support

Organization		Request			Approved			2021 Expenditure		
		In-Kind	Financial	Total	In-Kind	Financial	Total	In-Kind	Financial	Total
PROGRAM 2 - INTAKE 1										
Use:	Seaway Senior Citizens Club		\$30,000	\$30,000		\$30,000	\$30,000		\$30,000	\$30,000
	These funds are required to qualify for the Provincial Grant. The funds are to assist with Operating costs. These include staff earnings, mortgage and loan payments, utilities, repairs and maintenance. Members are responsible seniors and aim to responsibly provide the members with a centre they don't have to worry or stress over whether or not it will be viable tomorrow.									
Benefit:	Maintaining a financially healthy centre will ensure a safe and healthy environment for active seniors.									
Use:	Centre Charles-Émile Claude		\$30,000	\$30,000		\$30,000	\$30,000		\$30,000	\$30,000
	The funds are a requirement by the Ministry of Elderly and Accessibility which recognize the Centre as an Active Centre for Seniors of the francophone community. The amount is based on 20% of the regular budget for operations and maintenance. The grant will be allocated for activities, programs, services and volunteer programs supporting the Centre's mandate.									
Benefit:	The funds provide low cost for Seniors to participate in activities. As a Senior Friendly community, the organization is able to have more services and programs available for the French citizens. The Centre is supported by more than 100 volunteers.									
Total Grant Funding Requests - Program 1 and 2		\$36,000	\$116,780	\$152,780	\$36,000	\$116,780	\$152,780	\$9,766	\$113,680	\$123,446

The Corporation of the City of Cornwall
Regular Meeting of Council
New Business

Department: Corporate Services
Division: Clerk's Division
Report Number: 2021-23-Council Members
Meeting Date: November 22, 2021
Subject: Pedestrian Crosswalk on Second Street West

Proposed by: Councillor Justin Towndale

Seconded by: Councillor Dean Hollingsworth

Whereas a petition containing 300 signatures was presented to Council, including several dozen residents of Riverdale Terrace; and

Whereas letters of support from local businesses and schools were also presented to Council; and

Whereas there are pedestrians, including seniors and students, crossing Second Street West in the vicinity of Riverdale Terrace; and

Whereas there is a steady flow of traffic in this area.

Now therefore be it resolved that Administration be requested to prepare a report on the option of installing a signalled crosswalk on Second Street West in the vicinity of Riverdale Terrace and the prospect of including the costing it in the 2022 budget.

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2021-126

Department: Infrastructure and Municipal Works
Division: Infrastructure Planning
By-law Number: 2021-126
Report Number: 2021-99-Infrastructure and Municipal Works
Meeting Date: November 22, 2021
Subject: By-law Authorizing a Connecting Links Funding Application for an Environmental Assessment for Brookdale Avenue from Seventh Street West to Fourteenth Street West

Whereas the Ministry of Transportation's Links Program provides dedicated provincial funding of up to 90% to a maximum of \$3 million for road projects and \$5 million for bridge projects on designated Connecting Link highways; and

Whereas Connecting Links are municipal roads that connect two ends of a provincial highway through a municipality or to an international bridge crossing in Cornwall being Brookdale Avenue from Highway 401 to the Seaway International Bridge and Cornwall Centre Road from Highway 138 to Brookdale Avenue; and

Whereas the Connecting Links roadway section which currently requires upgrades is Brookdale Avenue from Seventh Street West to Fourteenth Street West; and

Whereas a Municipal Class Environmental Assessment is required prior to completing any upgrades on Brookdale Avenue from Seventh Street West to Fourteenth Street West; and

Whereas the Municipal Class Environmental Assessment is estimated to cost \$300,000 and is eligible for 90% funding under the Connecting Links Programs; and

Whereas the submitted application meets the requirements of the MTO's Connecting Link program as described in the Program Guide; and

Whereas the Municipality has a comprehensive Asset Management Plan that includes all the information and analysis described in Building Together; Guide for Municipal Asset Management Plans; and

Whereas the Municipality will comply with the conditions that apply to the designated Connecting Link under the Highway Traffic Act to ensure the safe and efficient movement of provincial traffic; and

Whereas the information in the application is factually accurate.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. The project submitted for funding under the MTO's Connecting Links Program shall be a Municipal Class Environmental Assessment for Brookdale Avenue from Seventh Street West to Fourteenth Street West.
2. If the funding application is successful, that the Mayor and Clerk be and are hereby authorized to execute all documents to complete this matter.

Read, signed, and sealed in open Council this 22nd day of November, 2021.

Manon L. Levesque
City Clerk

Glen G. Grant
Mayor

Report Approval Details

Document Title:	By-Law 2021-xxx Connecting Links Funding Application - 2021-99-Infrastructure and Municipal Works.docx
Attachments:	
Final Approval Date:	Nov 16, 2021

This report and all of its attachments were approved and signed as outlined below:

Michael Fawthrop - Nov 10, 2021 - 8:55 AM

Bill de Wit - Nov 16, 2021 - 2:04 PM

Tracey Bailey - Nov 16, 2021 - 5:43 PM

Maureen Adams - Nov 16, 2021 - 7:40 PM

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2021-127

Department: Planning, Development and Recreation
Division: Parks and Recreation
By-law Number: 2021-127
Report Number: 2021-170-Planning, Development and Recreation
Meeting Date: November 22, 2021
Subject: A By-law to authorize The Corporation of the City of Cornwall to enter into a Memorandum of Understanding with the Riverside Snowmobile Club Inc. to establish and maintain a snowmobile trail on City lands

Whereas the Corporation of the City of Cornwall wishes to permit the Riverside Snowmobile Club Inc. to establish and maintain a snowmobile trail on City lands; and

Whereas it is deemed necessary to enter into a Memorandum of Understanding to grant permission to the Riverside Snowmobile Club Inc. to establish and maintain a snowmobile trail on City lands.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. That the Corporation of the City of Cornwall enter into a Memorandum of Understanding with the Riverside Snowmobile Club Inc. to establish and maintain a snowmobile trail on City lands; and

2. That the Mayor and Clerk be and are hereby authorized to execute all documents to complete this matter.

Read, signed, and sealed in open Council this 22nd day of November, 2021.

Manon L. Levesque
City Clerk

Glen G. Grant
Mayor

Report Approval Details

Document Title:	By-law 2021-127 Snowmobile Trail By-Law - 2021-170-PDR.docx
Attachments:	
Final Approval Date:	Nov 18, 2021

This report and all of its attachments were approved and signed as outlined below:

Mark A. Boileau - Nov 18, 2021 - 10:54 AM

Maureen Adams - Nov 18, 2021 - 11:24 AM

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law Explanatory Note

Department: Planning, Development and Recreation
Division: Parks and Recreation
Report Number: 2021-171-Planning, Development and Recreation
Prepared By: James Fawthrop, Manager, Recreation & Facilities
Meeting Date: November 22, 2021
Subject: Note - A By-law to authorize The Corporation of the City of Cornwall to enter into a Memorandum of Understanding with the Riverside Snowmobile Club Inc. to establish and maintain a snowmobile trail on City lands.

Purpose

To obtain Council authorization to enter into a Memorandum of Understanding with the Riverside Snowmobile Club Inc. to establish and maintain an Ontario Federation of Snowmobile Club (OFSC) snowmobile trail on City lands.

Background / Discussion

The Riverside Snowmobile Club is a local chapter of the Ontario Federation of Snowmobile Clubs (OFSC), which is a volunteer led not for profit association that maintains a network of over 34,000km of snowmobile trails across Ontario. Attached is an OFSC pamphlet detailing the benefits of becoming a snowmobile friendly community from tourism, business and community perspectives.

Representatives of the Riverside Snowmobile Club Inc. approached City staff with a proposal to extend their existing snowmobile trail, which currently ends at the Lost Villages Museum on County Road 2, easterly into the City of Cornwall along the recreation path to the intersection of Vincent Massey Dr. and Power Dam Dr. Attached is a map of the OFSC snowmobile trail network across Eastern Ontario. Also attached is a sketch showing the location of the proposed trail extension into the City of Cornwall.

The snowmobile club wishes to extend their trail network into the City of Cornwall so that their members can access various businesses located within the vicinity of Vincent Massey Dr. and Power Dam Dr.

Currently, there are no signed and groomed snowmobile trails within the City limits. Attached is an article published in Snow Goer Canada, a Canadian snowmobile magazine publication, detailing the snowmobile tourism opportunities in Eastern Ontario, which specifically states, "Cornwall is missing the boat on snowmobile tourism." As the official trail network doesn't extend into the City, visiting snowmobilers aren't likely to venture off of the official trail network to access Cornwall businesses despite the fact that local snowmobilers regularly make use of the corridor. The article also states, "The route's being used anyway, so why not make it official."

The attached by-law 001-1996 was approved by City Council in 1996 which governs the use of snowmobiles within the City of Cornwall. The existing by-law permits the use of snowmobiles along the recreation path from the City's west limits along Vincent Massey Dr. and Power Dam Dr., and along the Cedar Rapids corridor to Rosemount Ave.

With the Covid 19 pandemic expected to continue throughout the 2022 winter season, Administration has observed a greater need for outdoor recreation opportunities throughout the pandemic and anticipates those needs to continue throughout the upcoming winter season.

As the activity of snowmobiling is currently permitted within this corridor, Administration is recommending that the Riverside Snowmobile Club be permitted to establish and maintain a formal OFSC trail on a one year trial basis. It is believed that formalizing the corridor as an official OFSC trail would better control the activity as OFSC trails are maintained to a higher standard with proper signage and grooming. Also the Club would be required to maintain liability insurance, naming the City of Cornwall as "Additional Insured", which provides liability coverage should an incident occur on an official trail.

Report Approval Details

Document Title:	Note - Snowmobile Trail By-Law - 2021-171-PDR.docx
Attachments:	<ul style="list-style-type: none"> - OFSC_Brochure.pdf - OFSC_Trail_Network.jpg - Trail_Extension.pdf - Snow_Goer_Magazine_Article.pdf - 001-1996-Motorized Snow Vehicles.pdf
Final Approval Date:	Nov 17, 2021

This report and all of its attachments were approved and signed as outlined below:

Mark A. Boileau - Nov 16, 2021 - 5:07 PM

Maureen Adams - Nov 17, 2021 - 4:54 PM

Here are a few of the ways that other Municipalities have participated:

- ☑ **Enacted snowmobile-friendly municipal By Laws.**
- ☑ ***Encouraged the use of municipal road allowances.***
- ☑ **Offered maintenance facilities and expertise for upkeep of groomers.**
- ☑ ***Provided heavy equipment for trail work.***
- ☑ **Provided surplus materials to clubs such as sign posts, culverts.**
- ☑ ***Established Working Groups of all stakeholders to develop Local Snowmobile strategy.***
- ☑ **Developed access routes to services and amenities.**
- ☑ ***Provided meeting rooms for club meetings and events.***
- ☑ **Provided letters of support for club initiatives.**
- ☑ ***Provided office space and use of equipment and facilities for club business operations.***
- ☑ **Provided internet services and access, including design and training.**
- ☑ ***Provided safe, secure parking and/or staging areas for snowmobiles.***
- ☑ **Developed in-town corridor(s) and specialized signage to assist snowmobilers.**
- ☑ ***Posted relevant municipal By Laws at trail entry points to town.***
- ☑ **Roads department leaves snow on designated road shoulders used by snowmobilers.**
- ☑ **Coordinating regional snowmobile strategy with other like-minded communities.**

OFSC Trail Facts:

- ☒ More than 6,500 OFSC Club Volunteers serve their local communities by building trails and delivering safety, enforcement, and environmental programs.
- ☒ OFSC Clubs together operate over 34,000 km of groomed trails each winter.
- ☒ There are more kilometres of snowmobile trails in Ontario than there are kilometres of provincial highways.
- ☒ It costs \$2,000 to build each new kilometer of trail. The average annual cost per kilometre to operate OFSC trails is \$496.
- ☒ OFSC clubs operate 334 industrial pieces of grooming equipment valued at over \$22 million.
- ☒ Since 1985, OFSC clubs have invested more than \$469 million into trail operations.
- ☒ The annual cost of operating snowmobile trails is paid in primarily by the User Pay System.



For more information about Snowmobiling in your Community, contact:

www.ofsc.on.ca

OFSC © 2011

Your Municipality Can Benefit From Snowmobiling...

What if You could Promise More Economic Growth for Your Municipality at Minimal Cost ?



Becoming Snowmobile Friendly

The key to helping your municipality benefit from snowmobiling is to make it snowmobile-friendly.

From a **tourism perspective**, this means welcoming snowmobilers and encouraging them to visit your municipality by making it easy for them to access needed services and amenities by snowmobile. It means fostering a business environment that encourages local businesses, chambers of commerce and economic development offices to cater to and promote snowmobiling.

From a **business perspective**, becoming snowmobile-friendly also means offering your local snowmobile club the support, assistance and resources necessary to operate like a professional business and to make the most effective and efficient use of its volunteers.

From a **community perspective**, becoming snowmobile-friendly also offers your residents many winter recreational, social and health benefits.

Your Municipality can benefit from the winter tourism dollars generated by snowmobile trails.

There are 231 local snowmobile clubs throughout Ontario and one of them may be located in your area. It is a not for profit entity, comprised of a dedicated group of local volunteers who live and work in your community — and who take it upon themselves to provide groomed snowmobile trails for the enjoyment, well being and recreation of their families, friends and neighbours.

The local trails provided by these club volunteers occur primarily in rural Ontario and connect to other local and regional networks to form the OFSC provincial trail system. It is the largest recreational trail system in the world and it generates over \$1 billion in economic activity for Ontario each winter.

For snowbelt municipalities, the good news is that a substantial part of this economic impact occurs in rural Ontario, where it can have a significant affect for those who participate, because other winter business opportunities are limited. Best of all, municipalities can tap into the benefits of organized snowmobiling with very minimal direct investment. Unlike the local arena, curling rink and other public recreational

facilities, which require large capital outlay and continual operating/maintenance expense and wages paid by your municipality, your local snowmobile trails already exist, operated by volunteers, usually at no cost to you.

These trails are already generating economic impact each winter. Many municipalities are realizing the benefits, because they made a conscious decision to make their area snowmobile-friendly. As a result, these municipalities are visited regularly by snowmobilers each winter, snowmobilers who stop to buy fuel, food, lodgings, service or repairs, and many other goods and amenities. It's been said that the only thing snowmobilers carry is a wallet — and that means they are more than willing to spend in communities that welcome snowmobilers.



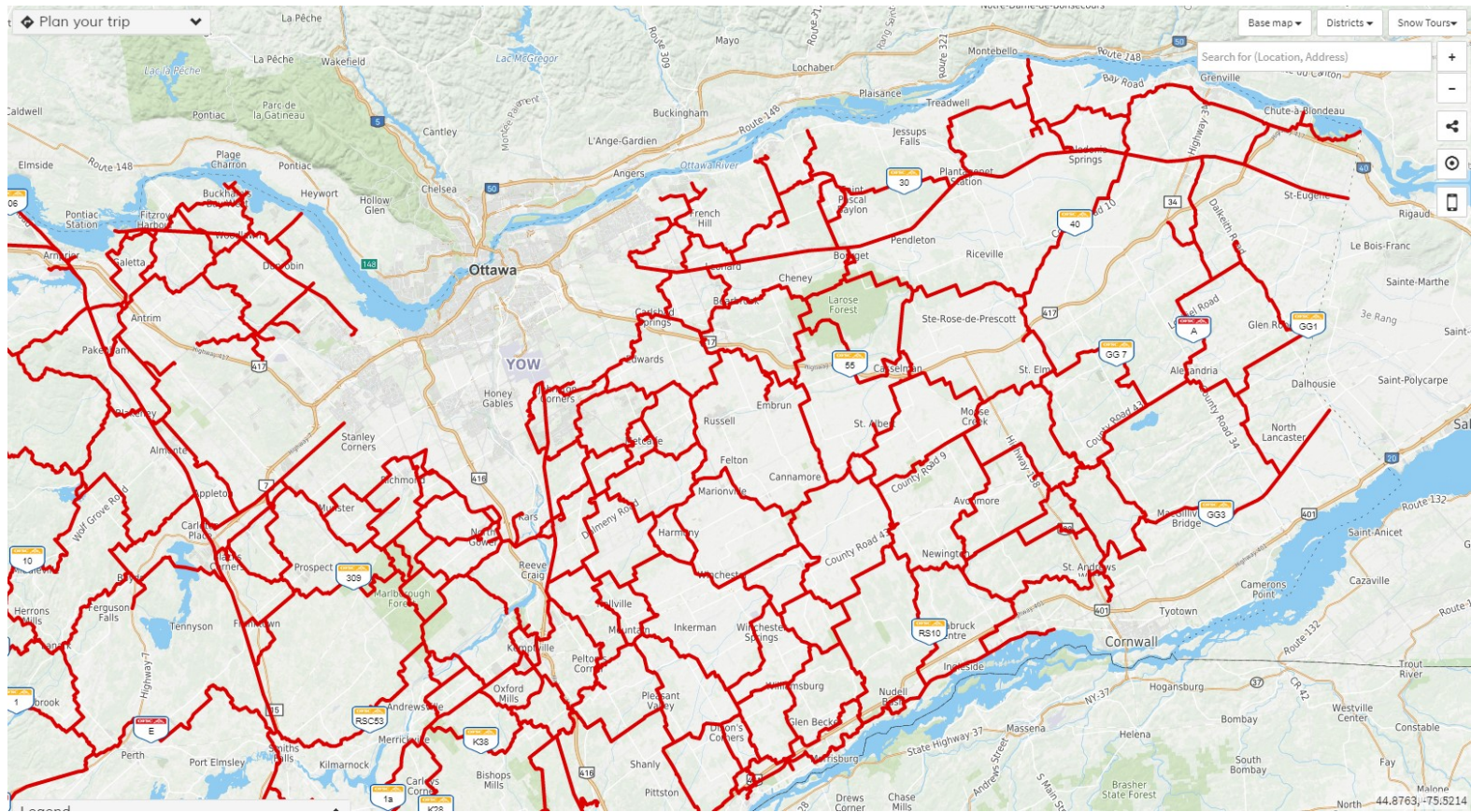
**"It's simple really:
Municipalities that support their
OFSC volunteers will maximize the
local economic benefit of the trail
system." Dennis Burns, OFSC President**

The economic impact of snowmobiling in Ontario is growing. It has been recognized by Ministry of Tourism as our premier winter opportunity. The marketing of snowmobile tourism has become a number one priority. A major new campaign is underway to encourage Ontario residents to snowmobile in the province and to attract out-of-province visitors from the U.S. border states and from our neighbouring provinces. As this initiative influences

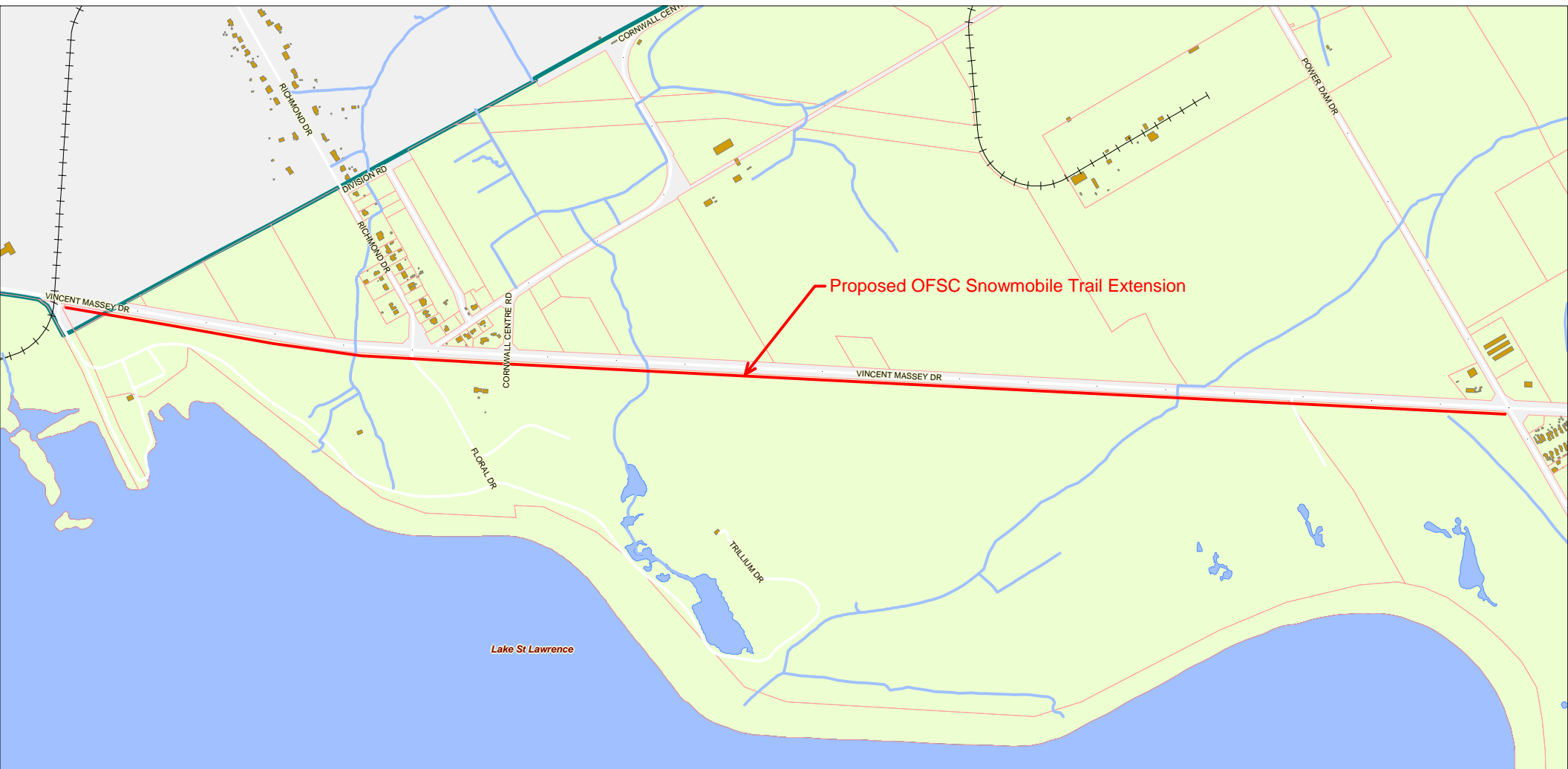
the market over the next five years, the economic impact of organized snowmobiling in Ontario will become even more significant.

Shouldn't your Municipality be Positioned to Benefit ?

Why not get started now ?



Proposed OFSC Snowmobile Trail Extension



NUMERO UNO

Sledding in Eastern Ontario



Story & Photos
by Craig Nicholson



My apologies to local riders in Eastern Ontario, but it's time to share your secret with everyone – you have some mighty fine trail riding. I guess they call your area District 1 for a reason, 'cause it's certainly a numero uno destination for premier sledding! Dan Carby, Frank Mazzuca, Jim Reavell and Don Webb, joined my wife, Marsha, and I to tow our Triton trailers to Eastern Ontario farm country for a planned six-day swing through their 3,900 kilometres of groomed trails. That's the corner of the province that abuts the Ottawa River to the north, the St. Lawrence River to the south and Quebec to the east. (see highlighted area on sketch map). Its proximity to La Belle

Province gives much of Eastern Ontario a distinctive francophone flair that's both charming and intriguing. We staged from the Aquarius Motel in Perth and pointed our Ski-Doo snowmobiles eastward on TOP Trail E right behind our lodgings. Over the next several days, we made many interesting discoveries...

District 1 Clubs Know How to Groom a Trail.

With snow a scarce commodity across most of North America last winter, Eastern Ontario got just enough for its clubs and volunteers to lay out a smooth product during our visit. We hardly hit a bump during our ride and couldn't believe the consistent trail quality achieved from so little to work

with. All of us agreed that we had never snowmobiled any better trails.

Eastern Ontario trails offer a good variety of riding.

Anchored by some of the best field trail riding in the province, the District 1 network also boasts a good mix of bush, woodland and swamp riding to break up the farmlands, plus some utility corridors and unopened road allowances. Their extensive network of club trails means there are always different ways to go and rides that can be as short or long as time allows.

The Trail Riding is Exceptional.

About half way through our tour, I suddenly realized that I was really



Riding through Eastern Ontario farm country.

enjoying being able to see all around me. Unlike many other areas, where the trails (and my vision) always seem to be bounded on both sides by dense forests, Eastern Ontario provides riders with wide-open sightlines for much of the time. Combined with many long, unbroken stretches across many of these open fields, the experience is exhilarating and imparts an exciting new rush of freedom to your ride.

Roads Are a Fact of Life.

With so many farms and small communities, Eastern Ontario is crisscrossed by roads, which inevitably interface with snowmobile trails. The good news is that more than any other place I've ridden recently, District 1 has successfully integrated these roadsides and ditches into their trail system with as little disruption as possible. For our trip, the places where trails followed roads were mostly be

or snow covered, and usually also well marked and groomed. I expect that this would be the case any time Old Man Winter provides enough snow and cold for good trails. Also, District 1 places a sign with the road name at most trail crossings, which makes navigation easier for visitors who carry a local road map along with their trail map.

Speaking of roads, two major Ontario 400 series highways cut through Eastern Ontario, 416 and 417. Their construction certainly had the potential to seriously disrupt the existing District 1 trail system, but full points to the clubs for arranging sufficient places for sleds to get from one side of each highway to the other, either by overpass or tunnel.

You're Never Far From Services or Help.

Another function of the plethora of farms and communities is that riding in Eastern Ontario never feels remote. Mostly, you can see several farms nearby, and towns and villages pop up all over the place. The trails are laid out to go to these places, so food and fuel are easy to come by (and many are marked with generic icons on the District 1 Trail Guide). Lodging is a little less available, but there are enough places to stay, just check the Trail Guide's advertisers and icons. But be forewarned: five of our six accommodations did not have an on site restaurant for dinner, so plan

to ride your sled or budget for a few taxis. With the notable exception of Cornwall (see sidebar), most towns on our tour provided good trail access.

Always follow the stakes.

Most of Eastern Ontario's snowmobile trails cross private property and remain in place thanks to the goodwill and generosity of the landowners. The clubs lay out an agreed upon route across the fields and mark it clearly with lots of orange stakes. All we snowmobilers have to do is stay on the marked trail and everyone will be happy, but too often we spotted places where ignorant riders had cut corners or simply run along beside the trail, outside of the stakes - both sure ways to put a permanent end to the privilege of riding that trail.

Navigation is Pretty Good.

A couple of years ago, District 1 embarked on a major project to install map boards at most intersections. These, combined with good signs indicating the direction to various towns en route, make getting around fairly easy for visitors. In addition, Top Trail numbers are plentiful, although some clubs are farther along with their own local trail numbers than others. In some cases, a club number is on the trail, but not on the guide, or on the guide, but not on the trail. In any case, if you're unsure, you never have to go far before getting re-oriented at the next intersection.

Cornwall is missing the boat on snowmobiling tourism. This Eastern Ontario town has the opportunity to benefit from spending by visiting snowmobilers, but isn't. Although the local Riverside Snowmobile Club maintain a local trail, RS12, on the west side of town, it kind of peters out after the Village of Long Sault, where it becomes an "unofficial" trail. Apparently, a lot of sleds ride it anyway but I understand that all or most of the land belongs to the Cornwall Parks Department who have not encouraged or approved any trail.

To get to our Cornwall lodgings, we simply followed the tracks of other sleds into the west end of town (see Day Two, Where We Stayed for detailed directions), but there were no signs. Several hotels and restaurants are located there, which could service snowmobilers and increase their winter business if an official trail was in place. The route's being used anyway, so why not make it official, Cornwall?



Special thanks to Marie White, Linda Wilson, Annie Grenier, Chantal Nedau and John Boak for assistance with this tour. Craig's tours are made possible by BPP Ski-Doo, Gateway Powersports, Fox Racing, Murphy Insurance, Launch Helmet Cams, Tribin Trailers, Woody's and Unica Insurance.

Craig Nicholson is the author of "Canada's Best Snowmobiling - Your Ultimate Ride Guide". His snowmobile writing also appears in many newspapers, magazines and websites. He also hosts "The Intrepid Snowmobiler on Radio" and appears on Snowmobile Television. For more info, visit www.intrepidssnowmobiler.com



Clubhouse of the world's #1 snowmobile club, Osageville Carleton.

Every tour I did last winter was like riding on borrowed time. Conditions could be A-1 on one day, then unrideable the next. That's what happened in Eastern Ontario. A province-wide melt and flash freeze turned decent snow rock hard and by our ride into Smiths Falls on Day Five. By next morning, there was no lube anywhere for our sleds, so we packed up a day early to head home, missing our journey into the northern part of District 1 and our scheduled overnighter in Calabogie. But we didn't feel the least bit gyped by this minor setback. After all, we'd just had four incredible days of primo riding in a numero uno Ontario destination. Besides, their trails were back up and running again within a week or so after another snowfall.

And now that we've enjoyed Eastern Ontario so much, it's your turn to sample their wares!



Most creeks and ditches have bridges or culverts.

SGC Vacation Guide - Craig's Tour

Who To Contact

- **Lanark County Tourism**
lanarkcountytourism.com
- **OFSC District 1**
www.district1ofsc.ca
- **Cornwall & Seaway Valley Tourism**
www.visitcornwall.on.ca
- **Prescott Russell Tourism**
www.prescott-russell.on.ca
- **Ontario Tourism**
gofontario.ca

Maps Needed

- OFSC District 1
- OFSC District 6
- OFSC Provincial Trail Guide

Our Tour Itinerary

1,021 kilometres in 4 days of riding

Notes

1. TOP = Trans Ontario Provincial; CT = Club Trail.

DAY ONE

Trailer to Perth (drive time from Greater Toronto Area: approx. 4 hours)

Where To Stay: Aquarius Motel (613) 267-4261 or www.aquariushotel.ca. TOP Trail E runs right behind this clean roadside motel located on north side of Highway 7 at west end of town. Parking for trucks & trailers. Convenience stores and fuel nearby.

Where To Eat: Dinner at Maximilian's Restaurant (downtown), 613-267-2536 or www.maximiliansrestaurant.ca.

DAY TWO

Ride from Perth to Cornwall, 255 km (8 hrs) via TOP E east/TOP E103 north/TOP E104A east/TOP A east/TOP A212 south/TOP A104 south/CT east through Chesterville to CT-RS10 east/RS14 east/TOP104 south/CT-RS12 east. Fuel: Metcalfe; Long Sault. Lunch: Osgood.

Where To Stay: First Canada Inns (613) 936-0400 or www.firstcanadainns.ca. Clean roadside motel located on south side of Vincent Massey Drive (City Road 2) at west end of town. Not well signed. Motel is trail accessible via unofficial trail that continues after RS 12 ends. It's 15 km east of the intersection of TOP A104 & RS12 and 10 km from the McEwan gas station. Follow unofficial trail to Power Dam Rd. where it turns right along the roadside toward the St. Lawrence River, then turn left at the hydro line, crossing the road to go past 6 towers and take next left, which comes out at City Rd 2. The motel is about 500 metres to the east (right) on the same side.

Where To Eat: Breakfast (Perth) - Penny's Place (east of motel on Hwy 7) (613) 267-639. Trail access from TOP E into Carson's Marine. Diner - Brook Valley Grill (Ramada Inn, Cornwall) (613) 933-8000 or www.cornwallramada.com/resto.htm

DAY THREE

Ride from Cornwall to Hawkesbury, 255 km (8.5 hrs) via CT-RS12/TOP 104 west/CT-RS6/CT-K42/TOP 104 east/TOP212 north/TOP A east/CT-CR820 north/CT-E058 east/CT-E055 north/TOP213Q south/CT-E030 east/TOP A east/CT-E050 north/CT-E020 east. Fuel: Casselman; Hawkesbury. Lunch: Metcalfe

Where To Stay: Best Western Heritage Plus (613) 632-5941 or bestwestern-hotelario.com/hotels/best-western-plus-heritage. Located across the road from Club Trail E020, with fuel just east on trail.

Where To Eat: Breakfast (Cornwall) - Tim Horton's on CT-RS12 (Long Sault). Dinner - various local options.

DAY FOUR

Ride from Hawkesbury to Morrisburg, 287 km (8 hrs.) via various club trail loops to TOP A104 at Morrisburg. Fuel: St. Isadore; Morrisburg. Lunch: St. Isadore.

Where To Stay: McIntosh Inn (613) 543-3788 or www.mcintoshcoun-triinn.com. Located on TOP A104, this snowmobile-friendly hotel offers on site restaurant, pub, hot tub and plenty of parking. Fuel and convenience store across the road.

Where To Eat: Breakfast (Hawkesbury) - Best Western. Dinner - Mac's Tavern, McIntosh Inn.

DAY FIVE

Ride from Morrisburg to Smiths Falls, 224 km (7.5 hrs) via TOP 104 north, Club trails to TOP A west/CT-CR101 west/KOC Trail south becomes CT-K43/TOP A104 west/CT-RSC53 west/TOP E south.

Where To Stay: Rogers Motel 613 283-5200 or www.rogersmotel.ca. Roadside motel located 1/2 block across road from trail at south end of town. Fuel nearby. Not well signed through town.

Where To Eat: Breakfast (Morrisburg) - McIntosh Inn. Dinner - Gerbo's Restaurant (downtown Smiths Falls) (613) 283-4940.

DAY SIX

Note - this day was cancelled due to icy conditions. We were supposed to loop north into the Ottawa Valley and stay overnight in Calabogie, then on Day Seven, ride back to Perth and trailer home.

Proposed: Calabogie Lodging: Jocko's Beach Resort (613) 752-2107 or www.jockosbeach.com

Proposed Restaurants: Breakfast (Smiths Falls) - The Roosterant. Dinner - Shooter's Bar & Grill (Calabogie) (613) 752-1383. Breakfast on Day Seven - Pinky's (Calabogie) (613) 752-1444. Lunch on Day Seven: Wheeler's Pancake House www.wheelersmaple.com.

DAY SEVEN

Trailer home.

BYLAW NO. 01, 1996 OF THE CITY OF CORNWALL

A bylaw to control the use of Motorized Snow Vehicles in the City of Cornwall

* * * * *

WHEREAS The Motorized Snow Vehicle Act R.S.O. 1990, Chapter M. 44, subsection 7 (2) provides that the Council of a local municipality may pass bylaws regulating, governing or prohibiting the operation of motorized snow vehicles within the municipality including any highway therein or any other part or parts thereof;

AND WHEREAS it is deemed advisable and expedient to regulate, govern or prohibit the operation of motorized snow vehicles upon pedestrian ways, boulevards, highways within the City of Cornwall, and to regulate the emission of noise from snow vehicles;

NOW THEREFORE, THE COUNCIL OF THE CORPORATION OF THE CITY OF CORNWALL HEREBY ENACTS AS FOLLOWS:

1. In this Bylaw:

- (a) "ACCESS ROUTES", means any permitted roadway utilized for the purpose of gaining access to established approved trails.
- (b) "APPROVED TRAILS", means Ontario Federation of Snowmobile Clubs (O.F.S.C.) trails established and maintained by the Seaway Valley Snowmobile Association for the use of motorized snow vehicles within the greater Cornwall area.
- (c) "BOULEVARD", means that part of the highway between the roadway and the property lines of the lots abutting the highway and includes the shoulder, but does not include a sidewalk if any.
- (d) "HIGHWAY", includes a common and public highway, street, avenue, parkway, driveway, laneway square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines.
- (e) "MOTORIZED SNOW VEHICLE", means a self-propelled vehicle designed to be driven exclusively on snow or ice or both.
- (f) "MUNICIPALITY" or "City", means The Corporation of the City of Cornwall.

- (g) "PRIVATE PROPERTY", includes all property in the municipality except crown land and highway.
 - (h) "PUBLICLY OWNED PARKLAND", includes any land or premises under the control management of the municipality.
 - (i) "RACE", means any competition of speed between two or more vehicles and/or drivers thereof.
 - (j) "ROADWAY", means part of the highway that is improved, designed or ordinarily used for vehicular traffic, but does not include the shoulder, and, where a highway includes two or more separate roadways, the term "roadway" refers to any one roadway separately and not to all of the roadways collectively.
 - (k) "SIDEWALK", means a path or strip of land paved or otherwise in, on or alongside a highway and designed and intended for or used by the general public for pedestrian travel. In addition, "sidewalk" includes any property of the municipality that is, or hereafter may be, physically set apart or made available and intended for pedestrian use.
2. (1) No person shall operate a motorized snow vehicle on any street in the City of Cornwall except for those that are designated in Schedule 'A' to this bylaw as approved access routes to approved trails.
- (2) Sub-section (1) shall not apply to an operator whose intention is to travel directly from his/her residence to an access route or an approved trail and subject to the following:
- (i) shall not exceed 20 kilometres per hour.
 - (ii) shall travel in single file.
 - (iii) shall travel as close to the right hand side of the road as conditions permit.
- 3 No person shall operate a motorized snow vehicle within an area designated in Schedule 'B' to this bylaw.
4. No person shall operate a motorized snow vehicle on any turfed area, sidewalk, walkway, ski trail, bicycle path, boulevard, parkland, playground, school yard or other public property, except properties identified in Schedule 'C' to this bylaw.
5. No person shall operate on any private property unless the owner or occupier permits the operations of a motorized snow vehicle on such private property.
6. No person shall operate a motorized snow vehicle within the City of Cornwall between the hours of 11:00pm and 7:00am of the following day except for the purpose of directly gaining access to his/her residence from an approved trail.

7. No person shall drive a motorized snow vehicle across a roadway except at an angle of approximately ninety degrees to the direction of the roadway and only after the driver of such vehicle has ascertained that such a movement can be made safely.
8. No person shall engage in, or organize a snowmobile race unless approved in advance by the Council of the Municipality.
9. No person shall operate a motorized snow vehicle on any highway in the city to tow or pull a person unless such person is in a sleigh that is rigidly attached to the motorized snow vehicle in such a manner that the distance between the motorized snow vehicle and the sleigh remains constant upon stopping and starting.
10. No person shall operate a motorized snow vehicle unless it is equipped with a muffler in good working order and constant operation to prevent excessive or unusual noise and excessive smoke. No person shall operate a snow vehicle which has a muffler cut-out, straight exhaust, gutter muffler, Hollywood muffler bypass or similar device, alteration or modification upon it.

This section shall not apply to a motorized snow vehicle while it is driven in a race approved by the Council of the Municipality.

11. The provisions of this bylaw shall not apply to motorized snow vehicle operated by service agents or employees of the Corporation including the Cornwall Police Service who are engaged in work which may be described as being of an essential or an emergency nature and which work is being conducted for the primary purpose of insuring the health, safety and welfare of the inhabitants of the City of Cornwall.
12. Any person who contravenes any provision of this bylaw shall be guilty of an offence and upon conviction shall be subject to the penalties provided under the Provincial Offences Act.
13. If any section or part of this bylaw may be found by any competent Court of Law to be bad, illegal or beyond the power Council to enact, such section or part thereof shall be deemed to be separate and independent there from and to be enacted as such.
14. Subject to Section 15, Bylaw #1411, 1973 shall be the same is hereby repealed.
15. The provisions of this bylaw effecting traffic on highways designated as Connecting Links pursuant to the Public Transportation and Highway Improvement Act shall not become effective until approved by the Ontario Ministry of Transportation, and

Bylaw #1411, 1973 shall remain in force on such highways until the date upon which this bylaw is approved by the Ontario Ministry of Transportation.

READ a First and Second Time in Open Council on this 8th day of January, A.D. 1996.


MAYOR


CLERK

READ a Third Time, PASSED, SIGNED AND SEALED in Open Council this 8th day of January, A.D. 1996.


MAYOR


CLERK

SCHEDULE 'A'

DESIGNATED SNOWMOBILE ACCESS ROUTES

Column I
Highway

Column II
Side

Column III
Between

Column IV
Time of Day

SCHEDULE 'B'

PROHIBITED AREAS – SNOWMOBILES

Column I
Property/Area

Column II
Description

Column III
Times/Days

Bicycle Path

Throughout the city except between Rosemount
Avenue to the city limits.

Anytime

SCHEDULE 'C'

PARKS AND OTHER PROPERTIES – PERMITTED AREAS

<u>Column I</u> <u>Properties/Areas</u>	<u>Column II</u> <u>Description</u>	<u>Column III</u> <u>Times/Days</u>
Bicycle Path	Rosemount Avenue to the city limits	Anytime

BY-LAW NO.047-1992, OF THE CITY OF CORNWALL

A by-law to regulate the use of motorized
snow vehicles within the City of Cornwall.

* * * * *

WHEREAS pursuant to Section 7, Subsection 2 of the Motorized Snow Vehicles Act, R.S.O. 1990, Chapter M.44, the Council of a local municipality may pass by-laws regulating, governing or prohibiting the operation of motorized snow vehicles within the municipality including any highways therein or any part or parts thereof;

AND WHEREAS it is deemed advisable and expedient to regulate, govern or prohibit the operation or motorized snow vehicles upon pedestrian ways, boulevards and highways within the City of Cornwall, and to regulate the emission of noise from motorized snow vehicles;

NOW THEREFORE, the Council of The Corporation of the City of Cornwall enacts as follows:

1. In this by-law:

- a) "Motorized Snow Vehicle" means a self-propelled vehicle designed to be driven primarily on snow.
- b) "Highway" includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, designed and intended for, or used by, the general public for the passage of vehicles.
- c) "Sidewalk" includes all parts of a street as are set aside for the use of pedestrians.
- d) "City" means The City of Cornwall.

2. Sidewalks

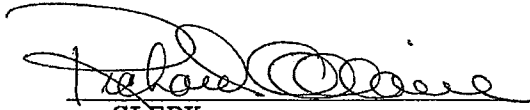
No person shall operate a motorized snow vehicle upon any sidewalk or public foot path in the City.

3. Towing

No person shall operate a motorized snow vehicle on any highway in the City to tow or pull a person unless such person is a passenger in a sleigh that is rigidly attached to the motorized snow vehicle in such a manner that the distance between the motorized snow vehicle and the sleigh remains constant upon stopping and starting.

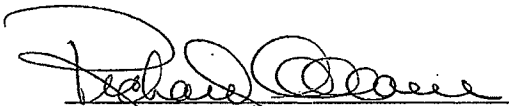
4. Any person offending against any of the provisions herein contained is guilty of an offence and shall upon conviction, forfeit and pay a penalty in accordance with the Provincial Offences Act.
5. If any section or part of this by-law may be found by any competent Court of Law to be bad, illegal or beyond the power of the Council to enact, such section or part thereof shall be deemed to be separate and independent therefrom and to be enacted as such.
6. By-law number 1411-1973 shall be and the same is hereby repealed.

READ a First and Second Time in Open Council this 27th day of April, 1992.


CLERK


MAYOR

Read a Third and Final Time, Signed and Sealed in Open Council this 27th day of April, 1992 A.D.


CLERK


MAYOR

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2021-128

Department: Planning, Development and Recreation
Division: Building and By-law
By-law Number: 2021-128
Report Number: 2021-172-Planning, Development and Recreation
Meeting Date: November 22, 2021
Subject: By-law to Authorize the Division Manager of Building and By-law Division to enter into a Deputization Agreement

Whereas section 23.1 of the *Municipal Act*, S.O. 2001, c. 25 authorizes a municipality to delegate its powers and duties; and

Whereas the City has historically appointed Municipal By-law Officers for the purpose of enforcing parking matters on Private Property; and

Whereas Council considers it desirable to enter into an agreement with owners of private property to continue to enforce parking matters; and

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. That Council authorize the Division Manager of the Building and By-law Division to enter into a Deputization Agreement with owners of private property for the purpose of enforcing parking on private property; and

2. That the Division Manager of the Building and By-law Division is hereby authorized to execute all documents to complete this matter.

Read, signed, and sealed in open Council this 22nd day of November, 2021.

Manon L. Levesque
City Clerk

Glen G. Grant
Mayor

Report Approval Details

Document Title:	By-law 2021-128 To authorize a Deputization Agreement.docx
Attachments:	
Final Approval Date:	Nov 17, 2021

This report and all of its attachments were approved and signed as outlined below:

Mark A. Boileau - Nov 17, 2021 - 10:59 AM

Maureen Adams - Nov 17, 2021 - 2:37 PM

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law Explanatory Note

Department: Planning, Development and Recreation
Division: Building and By-law
Report Number: 2021-173-Planning, Development and Recreation
Prepared By: Charles Bray, Chief Building Official
Meeting Date: November 22, 2021
Subject: Note to By-law to authorize the Division Manager to enter into a Deputization Agreement

Purpose

To authorize the Division Manager of the Building and By-law Division to enter into Deputization Agreements with the owner of private property in the City of Cornwall for the purposes of enforcing parking matters on private property.

Previously there have never been any agreements in place with the owner of private properties. This agreement will serve to establish clarity and responsibilities of the parties.

Background / Discussion

The City has historically appointed individuals at the request of various owners of private properties in the City of Cornwall for the purposes of enforcing parking violations on their property. There has never been any formalized agreement in place; this agreement will serve to clearly define the roles and responsibilities of the parties. The agreement will establish what documentation is required by the City prior to an individual being appointed as a by-law enforcement officer for the purposes of enforcing parking matters on private properties. A draft copy of an agreement has been provided for reference purposes.

Report Approval Details

Document Title:	Note - By-law to enter into a Deputization Agreement - 2021-173-PDR.docx
Attachments:	- Deputization Agreement - Draft.pdf
Final Approval Date:	Nov 17, 2021

This report and all of its attachments were approved and signed as outlined below:

Mark A. Boileau - Nov 17, 2021 - 10:55 AM

Maureen Adams - Nov 17, 2021 - 4:56 PM

THIS AGREEMENT (the “**AGREEMENT**”) made as of the ____ day of _____, 2021.

BETWEEN

THE CORPORATION OF THE CITY OF CORNWALL

(hereinafter called the “**City**”)

and

[INSERT OWNER]

(hereinafter call the “**Owner**”)

RECITALS:

- A. WHEREAS** the Owner is the owner of the property municipally known as [INSERT ADDRESS], Cornwall, Ontario (the “**Property**”);
- B. AND WHEREAS** the Owner wishes to nominate certain employees of, or contractors retained by, the Owner, from time to time (the “**Nominees**”) to be deputized by the City as Municipal By-law Enforcement Officers (the “**Deputized Officers**”) with the authority to issue parking infraction notices or penalty notices on the Property in the form provided by the City (the “**Parking Infraction Notices**”);
- C. AND WHEREAS** the City has agreed to appoint the Nominees as Deputized Officers, subject to the terms and conditions contained herein.

NOW THEREFORE, in consideration of the mutual covenants herein contained and such other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereto agree as follows:

1. DEFINITIONS

- a) “**Agreement**” means this agreement, as the same may be amended, restated or assigned from time to time.
- b) “**Business Day**” means a day that is not a weekend, statutory holiday, or civic holiday in Cornwall, Ontario.
- c) “**City**” means the Corporation of the City of Cornwall, and its successors and assigns.
- d) “**Deputization Term**” has the meaning ascribed to that term in Section 4b).
- e) “**Deputized Officers**” has the meaning ascribed to that term in Recital B.

- f) “**Documentation**” has the meaning ascribed to that term in Section 6.
- g) “**First Appointment Confirmation**” has the meaning ascribed to that term in Section 2b).
- h) “**First Deputization Term**” has the meaning ascribed to that term in Section 4a).
- i) “**Notice of Trial**” has the meaning ascribed to that term in Section 13a).
- j) “**Owner**” means the [INSERT OWNER], and its successors and assigns.
- k) “**Parking Infraction Notices**” has the meaning ascribed to that term in Recital B.
- l) “**Parties**” means collectively the City and the Owner and “**Party**” shall mean any one of them as the context requires.
- m) “**Property**” means the property municipally known as [INSERT ADDRESS], Cornwall, Ontario.
- n) “**Term**” has the meaning ascribed to that term in Section 17a).

2. APPOINTMENT OF NOMINEES

- a) Within thirty (30) days of execution of this Agreement, the Owner shall submit a list of Nominees to the City together with the required Documentation for each Nominee as described under Section 6 of this Agreement.
- b) Within thirty (30) days of receipt of the list of Nominees and the Documentation from the Owner, the City shall determine, in it’s sole and absolute discretion which Nominees will be authorized and appointed to act as Deputized Officers. Upon appointment of these Deputized Officers the City will provide written confirmation of their appointment to the Owner. The date upon which the first written confirmation is provided is referred to in this Agreement as the “**First Appointment Confirmation.**”

3. AUTHORITY OF DEPUTIZED OFFICERS

Deputized Officers shall have the authority to issue Parking Infraction Notices for the following infractions:

- a) motor vehicles parked on the Property without the consent of the Owner;
- b) motor vehicles illegally parked in a signed fire route or a signed disabled parking space on the Property;

4. TERM OF DEPUTIZED OFFICERS

- a) Deputized Officers identified in the First Appointment Confirmation shall retain the authority to issue Parking Infraction Notices from the date of the First Appointment Confirmation until December 1, 2022 (the “**First Deputization Term**”), after which time they will no longer be Deputized Officers and have no further authority to act as such, unless such authority and appointment is renewed pursuant to Section 5 of this Agreement.

- b) Any Deputized Officer appointed after the expiry of the First Deputization Term, shall retain the authority to issue Parking Infraction Notices for a term of one (1) year commencing on the 1st day of December each year (the “**Deputization Term**”), after which time they will no longer be Deputized Officers and have no further authority to act as such, unless such authority and appointment is renewed pursuant to Section 5 of this Agreement.

5. RENEWAL / FUTURE APPOINTMENT OF NOMINEES

- a) On a date which is no less than Thirty (30) days prior to the date of expiration of the First Deputization Term or any subsequent Deputization Term, as applicable, the Owner may submit a new list of Nominees (which may include individuals who have previously acted as Deputized Officers under this Agreement) to the City for appointment for a new one (1) year Deputization Term. The list shall:
 - (i) Include the name of any Nominee who the Owner is requesting that the City authorized and appointed to act as Deputized Officers pursuant to this Agreement;
 - (ii) For any Deputized Officer whose Deputization Term is proposed to be renewed, include the date upon which the Deputized Officer was first authorized and appointed to act as Deputized Officers under this Agreement; and,
 - (iii) Subject to Subsection 5 c) below, be accompanied by the Documentation required pursuant to Section 6 of this Agreement for every Nominee and Deputized Officer identified.
- b) Within Thirty (30) days of receipt of a list of Nominees and the Documentation from the Owner referenced in Sections 5a) above, the City shall determine, in it’s sole and absolute discretion which Nominees will be authorized and appointed to act as Deputized Officers in the next Deputization Term. Upon appointment of these Deputized Officers the City will provide written confirmation of their appointment to the Owner.
- c) Where the Owner has proposed the renewal of a Deputized Officer’s Deputization Term, Documentation submitted to the satisfaction of the City no less than **[3 years]** prior to the first day of the proposed new Deputization Term shall be deemed to satisfy the requirements of Section 5(a) (iii) and Section 6 of this Agreement, unless the City, in its sole discretion, requests the submission of any updated Documentation.
- d) The process as described in Section 5 of this Agreement shall continue on an annual basis for as long as this Agreement, including any renewal thereof, remains in effect.

6. REQUIRED DOCUMENTATION FOR DEPUTIZATION

- a) In conjunction with the nomination of employees for appointment as Deputized Officers, the Owner shall provide the following documentation with respect to each Nominee which shall be to the satisfaction of the City in its sole discretion (the “**Documentation**”):
 - (i) confirmation from the Owner that the prospective Nominee is a current employee of the Owner;
 - (ii) a copy of a Vulnerable Sector Screening Certificate (police check), issued no less than Ninety (90) days prior to the date of submission to the City;

- (iii) fingerprint documentation, dated no less than Ninety (90) days prior to the date of submission to the City;
 - (iv) a criminal record check, issued no less than Ninety (90) days prior to the date of submission to the City;
 - (v) a copy of a valid driver's license;
 - (vi) a copy of the Nominee's high school diploma (or satisfactory evidence of graduation from a secondary school);
 - (vii) a resume;
 - (viii) proof of certification of training in Police Foundations, Municipal Law Enforcement Officer Foundation Training (Part I) or equivalent training approved by the City covering:
 - A. the principles of effective by-law enforcement;
 - B. applicable legislation and practical application of same in the by-law enforcement context;
 - C. effective communication when dealing with difficult conversations and defusing conflict; and,
 - (ix) any additional items or documentation as may be reasonably required by the City from time to time.
- b) The City reserves the right, in its sole and absolute discretion, to waive the requirement that any component of the Documentation be submitted for any particular Nominee or Deputized Officer, as applicable.

7. REVOCATION OF AUTHORITY

The City shall be entitled, in its sole and unfettered discretion, to terminate or revoke the authority granted to any Nominee as Deputized Officer at any time and for any reason immediately upon delivery of written notice to the Owner.

8. INDEMNIFICATION

The Owner shall indemnify and save harmless the City and the City's governors, trustees, directors, officers, employees, agents, volunteers, and any other persons for whom the City is in law responsible (collectively, the "Indemnified Parties") from and against all claims, losses, damages, liabilities, demands, judgements, causes of action, legal proceedings, penalties, costs, expenses, actions and other proceedings (including all reasonable legal and other professional fees and disbursements incurred in connection with any of the foregoing) suffered by, brought against or incurred by any of the Indemnified Parties including, but without restricting the generality of the foregoing, any claims, losses, damages, liabilities, demands, judgements, causes of action, legal proceedings, penalties, costs, expenses, actions and other proceedings (including all reasonable legal and other professional fees and disbursements incurred in connection with any of the foregoing) against the Indemnified Parties resulting from or for by reason of the appointment of any Deputized Officers under this Agreement, or by reason of any acts or omissions of the Owner or any

Deputized Officer, or any of the Owner's officers, servants, workmen, agents, contractors, successors and assigns, and this provision shall survive the termination of this Agreement and the termination or expiry of the First Deputization Term and any Deputization Term thereafter of any Deputized Officer hereunder.

9. INSURANCE

The Owner shall, at its own expense, purchase, provide and maintain in force for the Term of this Agreement comprehensive general liability insurance with the City named as an additional insured, insuring against all claims for personal injury, death, property damage or third party or public liability claims or loss arising out of any accident or occurrence upon the Property or arising out of its use by the Owner or its officers, employees, servants, agents, residents, contractors and those for whom the Owner is responsible at law, indemnifying and protecting the City to a limit of not less than Five Million Dollars (\$5,000,000.00). Each such policy shall contain a cross liability and severability of interest endorsement to protect the City against claims by the Owner. The Owner shall provide to the City a current certificate of such insurance upon request by the City.

10. NO REIMBURSEMENT FOR COSTS INCURRED

Neither the Owner nor any Deputized Officer or Nominee shall be entitled to any reimbursement from the City for any costs, fees, charges, penalties or disbursements that the Owner, Deputized Officers or Nominees may incur in connection with this Agreement including but not limited to costs incurred in providing required Documentation or costs incurred in course of performing any duties and obligations under this Agreement.

11. FILING PARKING INFRACTION NOTICES

The Owner shall ensure that all Parking Infraction Notices issued by the Deputized Officers are remitted to the City's Building & By-Law Division, located at the Cornwall Civic Complex, 100 Water Street E, 2nd Floor, Cornwall, Ontario, within three (3) Business Days from the date of issuance.

12. CANCELLATION OF PARKING INFRACTION NOTICES

The Owner agrees that:

- a) no Parking Infraction Notice shall be cancelled or withdrawn by the Owner or the Deputized Officers once it has been filed with the City pursuant to Section 11 of this Agreement without the written consent of the City; and
- b) in the event any Parking Infraction Notice is cancelled or withdrawn by the Owner or a Deputized Officer prior to being filed with the City, the Owner must remit said cancelled Parking Infraction Notice along with a detailed explanation, to the satisfaction of the City, as to why the Parking Infraction Notice was cancelled and the name of the individual who cancelled it; and,
- c) the City reserves the right to cancel or withdraw any Parking Infraction Notice issued by a Deputized Officer at any time in its sole discretion.

13. NOTICE OF TRIAL, HEARING OR OTHER PROCEEDING

- a) Upon delivery of a notice of trial, notice of hearing or notice of proceeding from the City to the Owner regarding a contested Parking Infraction Notice (the “**Notice of Attendance**”), the Owner shall:
 - (i) Promptly respond to the Notice of Attendance as required by the City;
 - (ii) make the Deputized Officer who issued the relevant Parking Infraction Notice available to the City;
 - (iii) ensure that the Deputized Officer who issued the relevant Parking Infraction Notice appears in Provincial Offences Court or Hearing, as required, to defend the Parking Infraction Notice being contested by the recipient;
 - (iv) provide to the City any records or information that the Deputized Officer collected in connection with the issuance of the relevant Parking Infraction Notice; and
 - (v) if requested by the City, the Deputized Officer who issued the relevant Parking Infraction Notice shall meet with a City By-law Enforcement Officer prior to the relevant date for trial, hearing or other proceeding for preparation and debriefing.

14. ADDITIONAL OBLIGATIONS

- a) The Owner shall respond in writing within five (5) days Business Days to any inquiry or correspondence received from a member of the public regarding any Parking Infraction Notice issued by Deputized Officers and shall copy of the City on any such correspondence.
- b) The Owner shall ensure that all Deputized Officers communicate effectively, courteously and tactfully with all persons having questions about Parking Infraction Notices issued.
- c) The Owner and its Deputized Officers shall observe and comply with all laws of Ontario and Canada, as well as all by-laws, rules, regulations, notices, orders and demands of the City.

15. REVENUE FROM PARKING INFRACTION NOTICES

The Owner acknowledges and agrees that the City shall retain all monies and revenue collected as a result of the issuance of Parking Infraction Notices by the Deputized Officers.

16. ASSIGNMENT

The Owner shall not assign this Agreement unless such assignment is specifically authorized in writing by the City.

17. TERM OF THE AGREEMENT

- a) This Agreement shall remain in effect for a period of five (5) years from the date of this Agreement, unless otherwise renewed or terminated in accordance with this Section 17 (the “**Term**”).

- b) Provided the Owner has not been in default under this Agreement, the Owner shall have an option to renew this Agreement for a further term of five (5) years. This option to renew is to be exercised by the Owner no later than sixty (60) days prior to the expiration of the Term and failing its exercise within the time provided, such option to be null and void.
- c) Notwithstanding the foregoing, the City shall have the right to terminate this Agreement without penalty and in its sole and absolute discretion, including any renewal thereof, at any time upon written notice to the Owner (the “**Termination Notice**”). In the event that the City exercises its right to terminate this Agreement:
 - a. The City will immediately revoke the authority granted to all Deputized Officers authorized to issue Parking Infraction Notices on the date identified in the Termination Notice;
 - b. All Deputized Officers shall return all Parking Infraction Notices in their possession to the City;
 - c. Any other City issued material or identification in their possession to the City; and
 - d. this Agreement shall terminate immediately on the date identified in the Termination Notice.

18. NOTICE

Any notice given under this Agreement shall be validly given if delivered personally or by facsimile or by electronic transmission or sent by registered mail, postage pre-paid, addressed to:

In the case of the City:

The Corporation of the City of Cornwall
 100 Water Street East
 Cornwall ON K6H 4G6
 Email: cbray@cornwall.ca
 Attention: Charles Bray; Manager Building & By-Law Division, Chief Building Official

In the case of the Owner:

[Insert Owner]
[Insert address for service]
 Email: **[Insert]**
 Attention: **[Insert]**

or such other address as either Party may indicate in writing to the other. Notices delivered by registered mail will be deemed to have been received on the fifth day following the date of mailing thereof. Notices delivered personally or by electronic transmission will be deemed to be delivered on the date of delivery.

19. GENERAL

- a) Time shall in all respects be of the essence hereof.
- b) This Agreement shall enure to the benefit of and be binding upon the Parties hereto and their respective successors and permitted assigns.

- c) This Agreement shall be interpreted in accordance with the applicable laws of Ontario and Canada.
- d) This Agreement consists of the entire agreement between the Parties and there are no conditions, representations or warranties, either express or implied, other than those set out in this Agreement. The Agreement will not be amended or modified unless such amendment or modification is in writing and signed by all Parties.
- e) Each of the provisions contained in this Agreement is distinct and severable and a declaration of invalidity or unenforceability of any such provision or part thereof by a court of competent jurisdiction will not affect the validity or enforceability of any other provision hereof.
- f) This Agreement may be executed by the Parties in separate counterparts, each of which will be deemed to constitute an original, all of which together will constitute one and the same Agreement. The Parties agree that the Agreement may be validly executed using electronic means, including through the use of electronic signature software such as DocuSign or similar recognized applications.

[Signature page follows]

IN WITNESS WHEREOF the Parties hereto have executed this Agreement as of the day first above mentioned.

**THE CORPORATION OF THE CITY OF
CORNWALL**

Per: _____
Name: Charles Bray
Title: Manager, Building & By-Law

[INSERT OWNER]

Per: _____
Name: _____
Title: _____

Per: _____
Name: _____
Title: _____

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2021-129

Department: Planning, Development and Recreation
Division: Building and By-law
By-law Number: 2021-129
Report Number: 2021-174-Planning, Development and Recreation
Meeting Date: November 22, 2021
Subject: By-law to Amend Agreement with Ministry of Agriculture, Food and Rural Affairs

Whereas the Corporation of the City of Cornwall wishes to provide efficient and online support to local developers, businesses, and residents; and

Whereas the Ministry of Agriculture, Food and Rural Affairs has offered financial support to improve the online services of the Building and By-law Department; and

Whereas the Corporation of the City of Cornwall wishes to amend their Contract Agreement with the Ministry of Agriculture, Food and Rural Affairs so the project completion deadline is changed from November 30, 2022 to April 30, 2022.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. That the Corporation of the City of Cornwall amend the Contract Agreement with the Ministry of Agriculture, Food and Rural Affairs whereby the project completion date is changed from November 30, 2022 to April 30, 2022.

2. That the Mayor and Clerk be and are hereby authorized to execute all documents to complete this matter.

Read, signed, and sealed in open Council this 22nd day of November, 2021.

Manon L. Levesque
City Clerk

Glen Grant
Mayor

Report Approval Details

Document Title:	By-law 2021-082 Ministry of Agriculture Food and Rural Affairs-2021-115-PDR.docx
Attachments:	
Final Approval Date:	Jul 22, 2021

This report and all of its attachments were approved and signed as outlined below:

Mark A. Boileau - Jul 22, 2021 - 3:16 PM

Maureen Adams - Jul 22, 2021 - 4:07 PM

Report Approval Details

Document Title:	By-law 2021-129 To Amend By-law 2021-082 OMAFRA Agreement - 2021-174-PDR.docx
Attachments:	
Final Approval Date:	Nov 17, 2021

This report and all of its attachments were approved and signed as outlined below:

Charles Bray - Nov 17, 2021 - 12:22 PM

Mark A. Boileau - Nov 17, 2021 - 1:23 PM

Maureen Adams - Nov 17, 2021 - 4:58 PM

The Corporation of the City of Cornwall
Regular Meeting of Council
Notice of Motion

Department: Corporate Services
Division: Clerk's Division
Report Number: 2021-24-Council Members
Meeting Date: November 22, 2021
Subject: Brookdale Avenue Project Reporting

Proposed by: Councillor Justin Towndale

Seconded by: Councillor Eric Bergeron

Whereas the Brookdale Avenue North Sanitary Sewer Extension project is a large and complex project costing in the vicinity of \$10 million; and

Whereas there have already been some unanticipated costs; and

Whereas our auditors, MNP LLP, have prepared a reporting template and recommended that it be used for major and complex projects; and

Whereas we are already in the practice of reporting quarterly on the Municipal Works Yard project; and

Whereas it is in the public interest to provide transparent reporting on major and complex projects.

Now therefore be it resolved that Administration begin quarterly reporting on the Brookdale Avenue North Sanitary Sewer Extension project; and

Now therefore be it further resolved that Administration adopt a formal project management reporting plan for the Brookdale Avenue North Sanitary Sewer Extension project.

The Corporation of the City of Cornwall
Regular Meeting of Council
Confirming By-law 2021-130

Department: Corporate Services
Division: Clerk's Division
By-law Number: 2021-130
Report Number 2021-140-Corporate Services
Meeting Date: November 22, 2021
Subject: Confirming By-law for the Meeting of November 22, 2021

A By-law to adopt, ratify and confirm the proceedings of the Council of The Corporation of the City of Cornwall at its meetings held on Monday, November 22, 2021.

Whereas Section 5(1) of the Municipal Act, S.O. 2001, c.24 thereto provides that the powers of a municipal Corporation shall be exercised by its Council; and

Whereas Section 5(3) of the Municipal Act, S.O. 2001, c.24 and amendments thereto, provides that the powers of Council are to be exercised by By-law: and

Whereas in many cases action which is taken or authorized to be taken by Council does not lend itself to the passage of an individual By-law; and

Whereas Section 248 provides that if a council passes a comprehensive general by-law that consolidates and includes the provisions of any By-law previously passed by the Council; and it is deemed expedient that a By-law be passed to authorize the execution of agreements and other documents and that the proceedings of the Council of The Corporation of the City of Cornwall at this meeting be confirmed and adopted by By-law.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. (a) That the following Minutes of the Public Meetings of the Municipal Council of The Corporation of the City of Cornwall be and the same are hereby adopted:

(i) Regular Public Meeting of Council #2021-32 of Monday, November 8, 2021

(b) That the actions of the Council at its meetings held on Monday, November 22, 2021, in respect of each recommendation contained in all reports of the regular and in-camera meetings and in respect of each motion, resolution and other action taken by the Council at its said meeting is, except where the prior approval of the Ontario Municipal Board or other authority is by law required, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in the By-law;

(c) That the above-mentioned actions shall not include any actions required By-law to be taken by resolutions.

2. That where no By-law has been or is passed with respect to the taking of any action authorized in or by the above mentioned Minutes or with respect to the exercise of any powers by the Council in the above mentioned Minutes, then this By-law shall be deemed for all purposes to be the By-law required for approving and authorizing and taking of any action authorized therein or thereby, or required for the exercise of any powers therein by the Council.

3. The Mayor and proper officials of The Corporation of the City of Cornwall are hereby authorized and directed to do all things necessary to give effect to the above-mentioned actions and to obtain approvals where required.

4. Unless otherwise provided, the Mayor and Clerk are hereby authorized and directed to execute and the Clerk to affix the seal of The Corporation of the City of Cornwall to all documents necessary to give effect to the above mentioned actions.

5. It is declared that notwithstanding that any section or sections of this By-law or parts thereof, may be found by any court of law to be bad or illegal or beyond the power of the Council to enact, such section(s) or part(s) hereof shall be deemed to be severable and that all other sections or parts of this By-law are separate and independent there from and enacts as such.

Read, signed and sealed in open Council this 22nd day of November, 2021.

Manon L. Levesque
City Clerk

Glen G. Grant
Mayor

Report Approval Details

Document Title:	Confirming By-law for the Meeting of November 22, 2021 - 2021-140-Corporate Services.docx
Attachments:	
Final Approval Date:	Nov 18, 2021

This report and all of its attachments were approved and signed as outlined below:

Manon L. Levesque - Nov 18, 2021 - 9:29 AM

No Signature - Task assigned to Geoffrey Clarke was completed by workflow administrator Manon L. Levesque

Geoffrey Clarke - Nov 18, 2021 - 11:18 AM

Maureen Adams - Nov 18, 2021 - 11:22 AM